

THE LAPF PENSIONS FUND



INVITATION FOR TENDER

Tender No. PA095/HQ/2016/2017/NC/11

FOR

PROVISION OF INSURANCE SERVICES

August, 2016

SECTION I: INVITATION FOR TENDERS

LAPF PENSIONS FUND



Tender No. PA095/HQ/2016-2017/NC/11

For

PROVISION OF INSURANCE SERVICES

Invitation for Tenders

Date: 18/08/2016

1. This Invitation for Tenders follows the General Procurement Notice for this Project which appeared in Tanzania Procurement Journal Issue no. 1821 – 6021 Vol. IX – No. 33 dated 16th August, 2016.
2. The Government of Tanzania has set aside funds for the operation of the *LAPF Pensions Fund* during the financial year 2016/2017. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the Provision of Insurance Services.
3. The *LAPF Pensions Fund* now invites sealed Tenders from eligible “*National*” providers of Provision of Insurance Services:-
 - i. Lot 1 - Motor Vehicle & Property*
 - ii. Lot 2 - Group Assurance Endowment Scheme*
4. Tendering will be conducted through the National Competitive Tendering procedures specified in the Public Procurement (Regulations, 2013 – Government Notice No. 446 and is open to all Tenderers as defined in the Regulations.
5. Interested eligible Tenders may obtain further information from and inspect the Tendering Documents at the office of the **Tender Board Secretary, LAPF Office**

- Building, 3rd Floor, room No. 3-30, Makole road, P.O. Box 1501 Dodoma**, from 0800 to 1600 *hours* on Mondays to Fridays inclusive except on public holidays.
6. A complete set of Tendering Document(s) in English and additional sets may be purchased by interested Tenderers on the submission of a written application to the address given under paragraph 5 above and upon payment of a non-refundable fee of **Tanzania Shillings Two Hundred Thousand (200,000.00)**. Payment should either be by Cash deposit to the **Director General, LAPF Pensions Fund, CRDB BANK Account No. O1J1081435900**, or Banker's Cheque, payable to the **Director General LAPF Pensions Fund**.
 7. All Tenders must be accompanied by a Tender Securing Declaration in the format provided in the Tendering Documents.
 8. All Tenders in ONE Original plus TWO Copies, properly filled in, and enclosed in plain envelopes must be delivered to the address: **Tender Board Secretary, 3rd Floor, room No. 3-30, LAPF Office Building, Makole road, P.O. Box 1501 Dodoma; at or before 1030 hours on Wednesday, 07th September, 2016**. Tenders will be opened promptly thereafter in public and in the presence of Tenderers' representatives who choose to attend in the opening at the **LAPF Pensions Fund's Boardroom situated at LAPF Office Building 4th Floor, Makole road, Dodoma - Municipality**.
 9. Late Tenders, portion of Tenders, electronic Tenders, Tenders not received, and not opened and not read out in public at the Tender opening ceremony shall not be accepted for evaluation irrespective of the circumstances.

**Director General,
LAPF Pensions Fund,
LAPF Office Building, Makole Road,
P.O. Box 1501,
DODOMA.
Tel: (+255 - 26) 2321952
Fax: (+255 - 26) 2321701**