

THE UNITED REPUBLIC OF TANZANIA
LAPF PENSIONS FUND



TENDER NO. PA 095/HQ/2016/2017/G/10

FOR

**THE SUPPLY, INSTALLATION, TESTING AND COMMISSIONING
OF ELECTRICAL FILLING CABINETS AND ELECTRONIC
DOCUMENT AND RECORD MANAGEMENT SYSTEM AT LAPF
HEAD OFFICE IN DODOMA.**

Invitation for Tenders

Date: 31/03/2017

1. This Invitation for Tenders follows the General Procurement Notice for this Project which appeared in Tanzania Procurement Journal Issue No.1821 - 6021 Vol. VIII - No. 30 dated 28th July, 2016;
2. The LAPF Pensions Fund has set aside funds for its operations 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 Supply, Installation, testing and commissioning of Electrical Filling Cabinets and Electronic Document and Record Management System at the LAPF Head Office in Dodoma;

3. The LAPF Pensions Fund now invites sealed Tenders from eligible National contractors registered or capable of being registered as **Electrical/Electronic or ICT in Class One for carrying out the Supply, Installation and Commissioning of Electrical Filling Cabinets and Electronic Document and Record Management System** at the LAPF Head Office in Dodoma as follows:-

Lot No.	Description	Quantity
1	the Supply, Installation and Commissioning of Electrical Filling Cabinets	To be determined after site visit
2	Electronic Document and Record Management System	To be determined after site visit

4. Interested eligible bidders may bid for **any lot, combination of lots or all lots** but should quote for all items in the respective lot and price.
5. Tendering will be conducted through the International Competitive Bidding specified in the Procurement Regulations, 2013 - Government Notice No.446 and is open to all Bidders as defined in the Regulations unless otherwise stated in the Tender Data Sheet;
6. Interested eligible Tenderers may obtain further information from and inspect the Tendering Documents at the office of the Secretary of the Tender Board **LAPF House, 3rd Floor, Room No. 3 - 30, Makole Road, P.O. Box 1501, Dodoma** from **09:00 to 16:30 hours** on Mondays to Fridays inclusive except on public holidays;

7. 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 **TZS. 200,000.00**. Payment should either be by Cash, Banker's Draft, or Banker's Cheque, payable to **Director General, LAPF Pensions Fund, CRDB Bank, Account No. 01J1081435900**;
8. All Tenders must be accompanied by a Tender security in an acceptable form in the amount of 2.5% of Bid Price or freely convertible currencies in case of foreign Tenderers;
9. All Tenders in one original plus **Two (2) copies**, properly filled in, and enclosed in plain envelopes must be delivered to the address: *The Secretary of the Tender Board, LAPF House, 3rd Floor, Room No. 3 - 30, Makole Road, P.O. Box 1501, Dodoma at or before 10:30 hours on Tuesday, 2nd May, 2017*. 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 Board room , situated at LAPF House, 4th Floor, Makole Road, Dodoma - Municipality**
10. Late Tenders portion of Tenders, electronic Tenders, Tenders not received, Tenders not opened at the Tender opening ceremony shall not be accepted for evaluation irrespective of the circumstances.

**Director General,
LAPF Pensions Fund,
LAPF House, Makole Road,
P.O. Box 1501,
DODOMA
Tel: + 255 26 2321952**