

## **MINISTRY OF FINANCE**

### **INVITATION TO TENDER NUMBER: 004 OF 2021/2022**

The Ministry of Finance invites tenders from locally registered companies to supply and install Uninterruptible Power Supply (UPS) system and their related accessories at Butha Buthe and Quthing Sub-Accountancies.

Tender document is obtainable from procurement Unit 2<sup>nd</sup> Floor, Room 2004/2005 during working hours from 0900hrs to 1600hrs. Bidders must purchase a copy of tender document at a non-refundable fee of **M2000.00**. The procedure for obtaining the document is as follows:

Payment of the bid document must be made at 2<sup>nd</sup> Floor Room 2010 (Finance Accounts). The receipt issued must be taken to the office of Procurement Unit Room 2004 where the document will be issued.

Any tender that does not reflect a copy of a valid receipt issued by Accounts section of the Ministry of Finance will be considered **null and void and automatically disqualified**

**There will be a compulsory site visit to the districts on 3<sup>rd</sup> and 4<sup>th</sup> November 2021. (3<sup>rd</sup> November – Butha Buthe and 4<sup>th</sup> November Quthing)**

#### **1. REQUIREMENTS AND PRE-REQUISITES**

- a) Copy of original receipt for the ITT document.
- b) Company Profile
- c) Correct number of responses (one original and four copies)
- d) 3 reference letters confirming experience in similar sized project
- e) Include VAT in tender price
- f) Copy of Tax Clearance and Traders license certified at source
- g) Site visit certificate

#### **2. SUBMISSIONS**

The closing date for the above mentioned tender is **30<sup>th</sup> November 2021**. All Tenderers should deposit one original and four copies of the bids in one envelope and be deposited in the tender box at Finance House, 3<sup>rd</sup> Floor, Government Complex **not later than 30 November, 2021** on or before 1200hrs. Tenders will be opened in the presence of

Tenderers or their representatives who choose to attend at 14:30hrs on the same day **(Tuesday, 30 November, 2021)** at 3<sup>rd</sup> Floor, Ministry of Finance Tender Board Room. Tenders should be clearly marked **“Tender for Supply and Installation of Uninterruptible Power Supply system ”**

### **3. Validity of Bids**

Tenders must be valid for 60 days from the date of opening.

### **4. Contact Details**

Tenders must bear full name and address (email, physical and postal addresses) of the company, full name of contact person for this tender, his/her telephone numbers (both landline and mobile) and email address.

### **5. Additional Information or Clarification**

Additional Information or Clarification of the tender may be requested from the address below until the **Friday 26<sup>th</sup> November 2021**, after which no more information/clarification will be provided

Physical/Postal address  
Procurement Unit  
P.O Box 395, Maseru  
2<sup>nd</sup> Floor Finance House, Room 2004/5

Contact Person:  
Mrs Moipone Ramollo – Procurement Manager  
Tel. 22315318  
Cell:58850704

OR

Mr Botseba Sesinyi – MIS Manager  
2<sup>nd</sup> Floor, Finance House  
Cell: 58469199

**This tender will be awarded by the Ministry of Finance Tender Panel. Bidders must however, note that awarding of this tender will be subject to an agreed contract**

**The Ministry also reserves the right to cancel the tenders before submission/opening OR postpone the tender submission/opening dates and to accept/reject any or all tenders without assigning any reasons thereof. The Ministry is not bound to accept the lowest or any bid**