

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF FINANCE AND ECONOMIC AFFAIRS



NATIONAL COMPETITIVE BIDDING

TENDER NO. ME/004/2010-11/HQ/G/5

FOR

SUPPLY OF COMPUTER STATIONERIES FOR THE MINISTRY OF FINANCE
AND ECONOMIC AFFAIRS (VOTE 50)

Invitation for Bids

18th August, 2010

1. This Invitation for Bids follows the General Procurement Notice for this Project which appeared in Daily News (Issue No.0856-3812), HabariLeo (Issue No. 1821-570X) of 16th August, 2010, The Guardian newspaper (Issue No.0856-5422) and Uhuru (Issue No.0876-3896) of 17th August, 2010. Also the GPN was advertised through MOFEA and PPRA Websites, www.mof.go.tz and www.ppra.go.tz respectively.
2. The Government of Tanzania has set aside funds for the operation of the Ministry of Finance and Economic Affairs during the financial year 2010/2011. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for which this invitation for tender is issued.
3. The Ministry of Finance and Economic Affairs now invites sealed bids from eligible Suppliers to supply **Computer Stationeries** as shown below:

LOT No.	DESCRIPTION	QUANTITY(BOXES)
1	3 Part Computer Stationery 14.5 x 11"	5,000
2	Control Sheet Computer Stationary 8 x 15"	4,000

Bidders may quote for one or two lots, but must quote for all quantities specified in each lot. Partial bids will not be accepted. The Procuring Entity will evaluate the bids and award the contract to the most competitive Bidder on a Lot basis.

4. Bidding will be conducted through the National Bidding procedures specified in the Public Procurement (Goods, Works, Non Consultant Service and Disposal of Public Assets by Tender) Regulations, 2005 – Government Notice No. 97 and is open to all Bidders as defined in the Regulations.
5. Interested eligible Bidders may obtain further information from and inspect the Bidding Documents at the office of the Secretary of the Ministerial Tender Board, Room No.2, PAT Building, Madaraka Avenue / Shaaban Robert Street / Luthuli Street, P.O Box 9111, Dar Es Salaam from 7:30 am to 3.30pm, Mondays to Fridays inclusive except on Public Holidays
6. A complete set of Bidding Document(s) in English may be purchased by interested Bidders 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 **50,000.00**. Payment should either be by Cash, Banker's Draft, or Banker's Cheque, payable to **Permanent Secretary, Ministry of Finance P.O Box 9111, Dar es Salaam**.
7. All Bids must be accompanied by a Bid security in an acceptable form in the amount of 2% of the proposed total contract value, in freely convertible currency in case of foreign Bidders.
8. All bids in one original plus two copies, properly filled in, and enclosed in plain envelopes must be delivered to the Procurement Management Unit (PMU) Office, Room No. 2, PAT Building, Madaraka Avenue / Shaaban Robert Street / Luthuli Street, P.O Box 9111, Dar Es Salaam at or before 10.00 hours local time **on Friday 17th September, 2010**. Bids will be opened promptly thereafter in public and in the presence of Bidders' representatives who choose to attend in the opening at the New Annex Building Conference Room of the Ministry of Finance and Economic Affairs, Madaraka Avenue/Shaaban Robert Street/Luthuli Street-Dar es Salaam.
9. Late Bids, Portion of Bids, Electronic Bids, Bids not received, Bids not opened and not read out in public at the bid opening ceremony shall not be accepted for evaluation irrespective of the circumstances.

PERMANENT SECRETARY

MINISTRY OF FINANCE AND ECONOMIC AFFAIRS