



**REQUEST FOR BIDS**

**PROCUREMENT NUMBER: AUC/ACDC/G/001**

**SUPPLY, DELIVERY AND INSTALLATION OF IT EQUIPMENT  
AND CONFERENCE EQUIPMENT**

The African Union Commission has reserved fund from the Japan Government to cover cost of acquisition of **IT and Conference Equipment** for the Africa Centre for Disease Control and Prev.

The African Union Commission now invites sealed bids from eligible bidders for the **Supply, Delivery and Installation of IT Equipment and Conference Equipment and Accessories** whose specifications are detailed in the bid document for the following Lots per region.

Region	Lot #	Description	Quantity
Central Africa Regional Collaborating Centre	Lot I	IT Equipment and Accessories	Assorted
	Lot II	Conference Equipment	Assorted
	Lot III	Generator	Assorted

Region	Lot #	Description	Quantity
Eastern Africa Regional Collaborating Centre	Lot IV	IT Equipment and Accessories	Assorted
	Lot V	Conference Equipment	Assorted

Region	Lot #	Description	Quantity
Southern Africa Regional Collaborating Centre	Lot VI	IT Equipment and Accessories	Assorted
	Lot VII	Conference Equipment	Assorted

Bidders are required to furnish the following:

- **Valid registration documents**
- **Dealership certificates or Manufacturer's authorisation form – for Major Items**
- **Duly signed bid form in the format attached to the bid document**
- **Specify Warranty period for the items – For major items such as Computers, Printers, Generator and mixer.**
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Bidding will be conducted through Open Competition using a Request for Bids (RFB) as specified in the African Union Procurement Manual, V.02, and is open to all eligible Bidders as defined in the Procurement Manual.

Bids must be delivered by email on or before **23<sup>rd</sup> April 2021, 3:00pm** Addis Ababa time. The size of the attachment should not be above 20MB. Late Bids will be rejected. Bids will be publicly opened online and the line for opening will be shared to Bidders' designated representatives and

anyone who chooses to attend on **23<sup>rd</sup> April 2021, 3:30pm Addis Ababa time**. The link for online bidding shall be requested by email one day before opening upon request.

Both technical and financial offers should be in the same envelope and should be password protected. Late bids will be rejected and returned unopened to bidders.

The bidding document in English language is uploaded on the Africa Union web site using the web site address <https://au.int/en/bids>. Interested bidders can download the Solicitation Document and submit their bid as per the requirement in the bidding document.

Interested bidders may obtain further information from African Union Commission (AUC) at the address below from 8.00AM up to 5.00PM from Monday to Friday at the address given below.

The address (es) referred to above is

African Union Commission,

Attn: Head of Procurement Travel and Store Division

Building C, Room 327

P.O.Box 3243, Roosevelt Street

Addis Ababa, Ethiopia

Tel: +251 (0) 11 551 7700 – Ext 4305

Fax: +251 (0) 11 551 0442; +251 11-551-0430

E-mail: [tender@africa-union.org](mailto:tender@africa-union.org) and [Zemenua@africa-union.org](mailto:Zemenua@africa-union.org) ***(Please submit your bid to both email as per the instruction provided in the data sheet)***