



SPECIFIC PROCUREMENT NOTICE

Floor Tiling of the Four (4) SPGRC Staff Housing Units in Lusaka, Zambia

Reference Number: SPGRC/ *Admin 05/2021-22*

Procurement entity: The Southern African Development Community (SADC) Plant Genetics Resources Centre

Plot 6300

Great East Road

Lusaka

1. The Southern African Development Community (SADC) Plant Genetics Resources Centre herewith invites *companies/firms* to submit *proposals* for the following contract(s):

More details on the scope of the contract(s) provided in the *Bidding Document* which can be downloaded, free of charge, from the following website: www.sadc.int.

2. The procurement method used for this contract is Open Bidding as defined in the *SADC Secretariat Guidelines for Procurement and Grants*, edition of August 2021, available at the following website: www.sadc.int.
3. The *INVITATION TO BID* is open to all *companies/firms* which satisfy the eligibility and qualification requirements stated in the *Bidding Document*
4. The date and time of submission of bids to spgrcprocurement@sadc.int is 30th November 2021 **at 09:00 hours local time**. Proposals received after this time and date, or submitted otherwise than indicated in the *Bidding Document* shall not be considered.

5. There shall be a compulsory site visit on Friday 12th November 2021, at 1530 hours, at the SPGRC Premises in Chongwe. Please note that tenderers who fail to send a representative to this compulsory site visit will automatically be disqualified. Tenderers who arrive after 1530 hours will not be allowed in the Site Visit meeting.

All notifications concerning this procurement process, including: modification of the *Bidding Document*, results of the evaluation or cancellation notices, will be published on the following website www.sadc.int and will also be communicated directly to the bidders.

Interested *companies/firms* may seek clarification or/and additional information concerning this contract, only in writing and by latest **19th November 2021 at 17:00 hours local time**, through the following email: :
spgrc@sadc.int; tamarap@sadc.int ; phirit@sadc.int and Copy :
pchifani@sadc.int

Att: Ms. Tamara Phiri
Assistant Administrative Officer
SADC PGRC
Private Bag CH6
Tel: +260 977 111 091

6. Description of goods and services:

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