



SPECIFIC PROCUREMENT NOTICE

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF SOLAR SYSTEM AT SPGRC

Reference Number: SPGRC/ADMIN 04/2025-26

Procurement entity: The Southern African Development Community (SADC) Plant and Genetic Resources Centre Plot 6300 Great East Road, Lusaka

1. The Southern African Development Community (SADC) Plant and Genetic Resource Centre herewith invites *companies/firms* to submit *bids* for the following contract(s): supply, delivery, installation, commissioning of solar system at SPGRC. 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 Negotiated Procedure as defined in the **SADC Secretariat Guidelines for Procurement and Grants**, edition of June 2025, 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 deadline date and time of submission of bids to <https://collab.sadc.int/s/a5xiCJronj3yWcX> is **15th October 2025 at or before Mid night Zambia 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 **19th September 2025, at 10:00 hours**, at the SPGRC Premises in Silverest, Chongwe. Please note that tenderers who fail to send a representative to this compulsory site visit will automatically be disqualified. Tenderers who arrive after 10:00 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 **23rd September 2025 at 17:00 hours local time**, through the following email: ckasampi@sadc.int and copy jshava@sadc.int; tchabwera@sadc.int

Att: Mr. Collins Kasampi, Assistant Procurement Officer SPGRC
Private Bag CH6. Tel: +260 211 399 201

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Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	51e8d0c9-8308-466c-9f3a-e8dc348003af	Timestamp:	2025-09-09 09:36:06 GMT
Signee Name:	Diana Sello	Sender Name:	Diana Sello
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	SPN Supply delivery insstallation and Commissioning of Solar System at SPGRC in Lusaka Zambia.pdf	Document Size:	178.6 KB
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Email Evidence

Signee Email:	dsello@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	160.242.95.226	Request Timestamp:	2025-09-09 09:35:24 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/139.0.0.0 Safari/537.36	Terms Accepted Timestamp:	2025-09-09 09:35:33 GMT

Annotations and Modifications

Signature Count:	1	Form Fields Filled Count:	0
Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+270000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

Attached Document Name:	20250909T093605.890649Z SPN Supply delivery installation and Commissioning of Solar System at SPGRC in Lusaka Zambia.pdf	Attached Timestamp:	2025-09-09 09:36:06 GMT
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Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	7c47771f-5f01-4c9d-90df-24e58c786455	Timestamp:	2025-09-09 10:45:30 GMT
Signee Name:	Thomas Chabwera	Sender Name:	Thomas Chabwera
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	SPN Supply delivery insstallation and Commissioning of Solar System at SPGRC in Lusaka Zambiasigned.pdf	Document Size:	272.5 KB
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Email Evidence

Signee Email:	tchabwera@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	160.242.95.226	Request Timestamp:	2025-09-09 10:44:56 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/139.0.0.0 Safari/537.36	Terms Accepted Timestamp:	2025-09-09 10:45:08 GMT

Annotations and Modifications

Signature Count:	1	Form Fields Filled Count:	0
Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+270000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

Attached Document Name:	20250909T104530.775431Z SPN Supply delivery installation and Commissioning of Solar System at SPGRC in Lusaka Zambiasigned.pdf	Attached Timestamp:	2025-09-09 10:45:30 GMT
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