

INVITATION TO INTERNATIONAL COMPETITIVE BID
For the Procurement of Defining Job Description, Human Resource (HR) Data Analysis
and HR Strategy Trainings
Floating Date: As of April 17, 2018
Closing Date: May 16, 2018
RFQ NO. 3628198

REQUIREMENTS

1. Ethio telecom invites all interested and eligible bidders by this **International Competitive Bid (ICB)** for the procurement of **Defining Job Description, Human Resource (HR) Data Analysis and HR Strategy Trainings with RFQ NO. 3628198** to sign a contract agreement with the finally awarded bidder(s). The bid remains floating **from April 17, 2018 to May 16, 2018 till 2:00PM.**

Bid documents can be obtained from ethio telecom head office, room no. 201 during office hours upon payment of a non-refundable fee of Birr **100.00 (Birr One Hundred only).**

2. All interested bidders are expected to fulfill the requirements stated here below:
 - a) Bid Security **30,000.00** ETB;
 - b) Availability of Letter of Authorization to sign the bid offers;
 - c) Bidders should submit trade license from their respective country which is valid for year 2017/18;
 - d) Bidders should have VAT registration certificate (for local bidders);
 - e) Anti-bribery pledge form;
 - f) Compliance statement;
 - g) Legal establishment of the company (including Joint Venture, if any).
3. All bids must be accompanied by a bid security in the amount of Birr **30,000.00 (Birr Thirty Thousand Only).**
 - 3.1. The bid bond shall be furnished in one of the following forms:
 - a) Certified Cheque/CPO issued by a recognized domestic bank or
 - b) Bond issued by and/or confirmed through a recognized/reputable domestic bank.
 - 3.2. The bank that issues the bond as per 3.1 (b) hereabove shall unequivocally guarantee to pay the purchaser immediately upon the first written demand of payment. The purchaser's written demand of payment shall not be subject to any condition whatsoever.
 - 3.3. The bond issuing bank shall clearly incorporate the content stated under the clause hereabove on the issued bond.



3.4. Sealed bids marked as: "Tender for the procurement of **Defining Job Description, Human Resource (HR) Data Analysis and HR Strategy Trainings with RFQ NO. 3628198**", shall be addressed to:

**Ethio telecom
Churchill Road
Head Quarter
Sourcing and Facilities Division
2nd Floor, Room No. 211B
P. O. Box: 1047, Addis Ababa, Ethiopia.**

Bid proposal will be received at the **Churchill Road, Head Quarter 2nd Floor, Room No. 211B, before or on May 16, 2018 until 2:00PM**. Bids presented by any bidder after the closing date and time shall not be accepted.

4. Bids received in time and fulfilling the other formalities shall be opened in the presence of interested bidders or their legal representatives on **May 16, 2018 at 2: 30P.M, at Churchill Road, Head Quarter 2nd Floor, Room No. 210**.
5. Partial bid is **allowed**.
6. Bidders are seriously advised to read and comply with the instructions provided in this bidding document.
7. No one is allowed to duplicate or transfer the bidding document that she/he acquired to participate under this invitation. Legally authorized agents shall collect the bidding documents for each principal they are representing.
8. Ethio telecom reserves the right to reject all or parts of this bid.