

INVITATION TO BID
For the Procurement of Metal File Cabinet
Floating Date: As of May 21, 2018
Closing Date: June 11, 2018
RFQ No.: 3631217

REQUIREMENTS

1. Ethio telecom invites all interested and eligible bidders by this **national competitive bid** for the procurement of **Metal File Cabinet** with **RFQ NO. 3631217** to sign an agreement with the finally awarded bidder. The bid remains floating **from May 21, 2018 to June 11, 2018**.

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;
 - b) Availability of Letter of Authorization to sign the bid offers;
 - c) Bidders should have a valid and renewed trade license for the year;
 - d) Bidders should have VAT registration certificate;
 - e) Anti-bribery pledge form;
 - f) Compliance statement.
3. All bids must be accompanied by a bid security in the amount of Birr **20,000.00** (Birr twenty thousand only).
 - 3.1 The bid bond shall be furnished in one of the following forms:
 - a. Certified Cheque/CPO issued by recognized domestic bank or
 - b. Bond issued by and/or confirmed through a recognized/reputable domestic bank
 - c. Cash deposit advise
 - 3.2 The bank that issues the bond as per 3.1 (b) here above 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 here above on the issued bond.
 - 3.4 Sealed bids marked as: "Tender for the supply of **Metal File Cabinet with RFQ NO. 3631217**" shall addressed to:

Ethio telecom
Churchill Road
Head Quarter

Sourcing and Facilities Division
2nd Floor, Room No. 211
P. O. Box 1047, Addis Ababa, Ethiopia.

Bid proposal will be received at the **Churchill Road, Head Quarter 2nd Floor, Room No. 211, before or on June 11, 2018 until 05:00 P.M.** 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 **June 12, 2018 at 10:00 A.M, at Churchill Road, Head Quarter 2nd Floor, Room No. 210.**
- 5 Partial bid is **Not Allowed.**
- 6 Bidders are seriously advised to read and comply with the instructions provided in the 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.