



CONFIDENTIAL

**NMB BANK PLC
("NMB")**

**INVITATION FOR TENDER
("IFT")**

**'PROVISION OF FUMIGATION SERVICE FOR NMB BRANCHES ACROSS THE COUNTRY' (DIVIDED IN
8 ZONES)'**

The content of this document is strictly confidential. You are authorized to use this document only in preparing a response to NMB Request for Proposal **""PROVISION OF FUMIGATION SERVICE FOR NMB BRANCHES ACROSS THE COUNTRY' (DIVIDED IN 8 ZONES)'**

It is forbidden to make copies of this document without the express written permission of the REQUESTOR. The content remains the property of NMB Bank Plc. This document, together with all such copies, should be returned to NMB Bank Plc together with your Proposal. Should you decide not to submit a Proposal, this document should be returned to NMB Bank Plc not later than the closing date for the submission of the Proposal.

The address of the Requestor is:

**SECRETARY
NMB MANAGEMENT TENDER COMMITTEE,
NMB HEAD OFFICE,
Ohio/Ali Hassan Mwinyi Road, PO Box 9213,
Dar es Salaam, Tanzania.**

Telephone: +255 22 2322442

Please escalate your concerns confidentially about any unacceptable practices by any Bank staff involved in this tender process through the following channels:

NMB's Postal Address: Attn. to CEO [envelope marked "strictly private and confidential"] Toll Free Phone Numbers: 0658 / 0779 / 0685 / 0800 751 000 Email Address: whistleblowing@nmbbank.co.tz NMB Website: www.nmbbank.co.tz [then select the Whistle Blowing Section.



1 INSTRUCTION TO TENDERERS

1.1 Invitation

You, your company are hereby invited to submit a tender for **‘PROVISION OF FUMIGATION SERVICE FOR NMB BRANCHES ACROSS THE COUNTRY’ (DIVIDED IN 8 ZONES – Dar es Salaam, Northern, Eastern, Western, Southern, Central, Highland and Lake Zone).**” NMB Bank Plc will use this tender as a basis for a decision regarding the **“PROVISION OF FUMIGATION SERVICE FOR NMB BRANCHES ACROSS THE COUNTRY”**. You should note that each zone will be evaluated separately and vendor will be required to bid per zone of their interest (you are also allowed to bid for more than one zone)

1.2 Obtaining the tender document

A complete set of tender document can be obtained by interested candidates from NMB Website through this link <https://www.nmbbank.co.tz/tenders> upon payment of a non-refundable fee of **TSHS. 50,000/= payable to NMB Account No. 302040002** at any NMB Branch. The original Bank slip/copy **MUST** be accompanied with the tender document upon submission of the tender document.

1.3 Submission of Tender

The closing time and date for submission of written Tenders is on **Monday 2nd November, 2020 at 1500 hours**, by that time your Tender must be properly sealed and submitted to the respective NMB Zonal Offices that you are bidding for as per the addresses provided below. The tender to be marked on top of the envelope: **‘PROVISION OF FUMIGATION SERVICE FOR NMB BRANCHES ACROSS THE COUNTRY’** **(MENTION ZONE YOU ARE BIDDING)**. NMB Bank Plc shall be entitled to reject any tender received after the due date and time or tender not received at the respective zone.

Dar es Salaam Zone Office,
Samora/Pamba Street (Bank House),
P.O. BOX 4887,
Dar es Salaam.

Eastern Zone Office,
Wami Branch 2nd Floor (Uhuru Street),
P.O. BOX 1066,
Morogoro.

Northern Zone Office,
Clock Tower Branch (Sokoine/Fire Street),
P.O. BOX 1256,
Arusha.

Central Zone Office,
Dodoma Branch (Nyerere/Oneway Street),
P.O. BOX 888,
Dodoma.

Lake Zone Office,
Kenyatta Branch (Kenyatta Road),
P.O. BOX 1580,
Mwanza.

Western Zone Office,
Tabora Branch (Mihayo Building),
P.O. BOX 681, Jamhuri Street,
Tabora.

Highland Zone Office,
Mbalizi Road Branch (Mbalizi Rd. Street),
P.O. Box 792,
Mbeya.

Southern Zone Office,
Mtwara Business Cente,
P.O. Box 625 (Tanu/AgaKhan Street),
Mtwara.

1.3 Disclosure of reasons

NMB Bank Plc reserves the right not to disclose any of its reasons for the taking of decisions resulting from this Invitation for Tender.

1.4 Completeness of Tender

You are specifically required, in your Tender, to respond in writing to each of the points of Section 1 of this Invitation for Tender, in this sequence and with retention of this numbering system. Your responses could consist of "Noted", "Accepted" or "Not Accepted", together with an associated or supporting statement where appropriate.

You are also required, in your tender, to respond in writing to each of the points of Section 3, and 4, of this Invitation for Tender, in this sequence and with retention of the numbering system.

1.5 Language

You are requested to submit your tender in English.

1.6 Number of copies

You are requested to submit three(3) complete sets of your tender, one original and two(2) copies of your tender together with three(3) sets of all supporting documentation.

1.7 Format of Tender

You are requested to submit your tender in A4 format, with printing on one side of a page only.

1.8 Misrepresentation

NMB Bank Plc, decision-making process, will to a large extent be reliant upon the information supplied by you. Should it be found that aspects of such information are incomplete, untrue or misleading, NMB Bank Plc reserves the right to terminate negotiations with you.

1.9 Clarifications

A prospective candidate requiring any clarification of the tender document may notify NMB in writing addressed to NMB Secretary Tender Committee through address provided on the invitation to tender or email procurement@nmbbank.co.tz The Procuring entity will respond in writing to any request for clarification of the tender documents, which it receives not later than **20th October,2020** Any clarification of the bidding document will be communicated through the same link of obtaining the tender document and can be accessible to all prospective vendors.

1.10 Completeness of Tender

You are expected to provide to NMB Bank Plc an accurate and complete tender as requested in more detail hereunder. Should you find the said requests incomplete or ambiguous, the responsibility rests upon you to obtain clarification from the Requestor (NMB).

1.11 Tender Official Contact

Upon release of this Tender, all vendor communications concerning this tender request should be directed to the Requestor (Secretary NMB Tender Committee). Unauthorised contact regarding this tender with other NMB Bank Plc employees may result in disqualification. Any oral communications will



be considered unofficial and non-binding to NMB Bank Plc. You are to rely only on written statements issued by the Tender Requestor. (Secretary NMB Tender Committee)

1.12 Influencing

It is specifically brought to your attention that any attempts at influencing NMB Bank Plc decision-making process outside of the Tender Committee responsible, may lead to disqualification.

1.13 Costs and Selection

All costs incurred by you in preparing the tender and providing any additional information to NMB Bank Plc, shall be borne by you. The issuance of this tender does not obligate NMB Bank Plc to accept any of the resulting tenders. NMB Bank Plc makes no commitments, implied or otherwise, that this tender process will result in a business transaction with one or more of the suppliers.

1.15 Tender Responses

NMB Bank Plc is not under any obligation to search for clarification through additional or unformatted information submitted as a supplement to the formatted response. Where a tender submitted contains conflicting information, NMB Bank Plc at its option may either request clarification or may consider the information unresponsive.

1.16 Contract Award

NMB Bank Plc reserves the right to appoint one Supplier for more than one zone requested subject to fulfilling the requirements set in this tender document.

1.17 Site Visit

Vendors will be allowed to conduct site visit to branches. The site visit will start immediately after the advert is issued in newspapers and you will be required to send us email through procurement@nmbbank.co.tz for permission to site visit together with the name and Copy of ID of the person who will be visiting the branches.

1.18 Validity of Tenders

Tenders shall remain valid for 90 days after date of tender opening prescribed above. A tender valid for a shorter period shall be rejected by the Procuring entity as nonresponsive.

Accepted	Not Accepted

1.19 Payment Conditions

NMB Bank Plc. prefers to pay all its local registered vendors through Bank transfer to their NMB Account. Therefore we are encouraging vendors to open account with the Bank to facilitate payment process. Local Vendors who are maintaining Bank Account with NMB Bank will be given added advantage in the selection process.

Accepted	Not Accepted



2. STATEMENT OF REQUIREMENT

NMB has more than 220 branches and 150 offsite ATMs across the country divided in 8 Zones namely – Dar es Salaam Zone, Northern Zone, Lake Zone, Highland Zone, Southern Zone, Western Zone, Central Zone and Eastern Zone, NMB is looking for a service provider who will be able to provide fumigation services for its branches per zone. The list of Branches is attached below.

Zone	Branch	Region/District	Branch Volume in Cubic Metres(m ³)
Central	Babati	Manyara	1950
Central	Bahi	Dodoma	154.55
Central	Bunge	Dodoma	389.18
Central	Chamwino	Dodoma	247.25
Central	Dodoma	Dodoma	2963.2
Central	Hydom	Manyara	277.93
Central	Ikungi	Singida	291.7
Central	Itigi	Singida	701.225
Central	Katesh	Manyara	1120.2
Central	Kibaigwa	Dodoma	545.35
Central	Kibaya	Dodoma	1,052,375
Central	Kiomboi	Singida	1181.25
Central	Kondoa	Dodoma	1640.7
Central	Kongwa	Dodoma	1210.825
Central	Makole	Dodoma	1676.2
Central	Manyoni	Singida	1191.95
Central	Mazengo	Dodoma	658
Central	Mbulu	Manyara	1128.9
Central	Mitundu	Singida	316.125
Central	Mkalama	Singida	290.925
Central	Mpwapwa	Dodoma	835.6875
Central	Simanjiro	Manyara	419.675
Central	Singida	Singida	1490.75
Central	UDOM	Dodoma	2022.95
Central	Kambarage	Dodoma	1806
Central	Capital Office	Dodoma	984
Central	Zonal Office	Dodoma	1626
Highlands	Mbalizi	Mbeya	3,537
Highlands	Mbozi	Songwe	1,547
Highlands	Mlowo	Songwe	453

Highlands	Tunduma	Songwe	1,752
Highlands	Ileje	Songwe	2,193
Highlands	Sumbawanga	Rukwa	2,423
Highlands	Nkasi	Rukwa	277
Highlands	Mpanda	Katavi	
Highlands	Usongwe	Mbeya	1,396
Highlands	Mwanjelwa	Mbeya	1,162
Highlands	Mwanjelwa Business Centre	Mbeya	
Highlands	Chunya	Mbeya	3,150
Highlands	Mt.Loleza	Mbeya	1,040
Highlands	Busokelo	Mbeya	124
Highlands	Kyela	Mbeya	1,147
Highlands	Tukuyu	Mbeya	788
Highlands	Mbarali	Mbeya	2,299
Highlands	Ludewa	Njombe	1,137
Highlands	Makete	Njombe	2,215
Highlands	Njombe	Njombe	955
Highlands	Mafinga	Iringa	1,921
Highlands	Makambako	Njombe	1,748
Highlands	Kilolo	Iringa	487
Highlands	Wanging'ombe	Njombe	278
Highlands	Ruaha	Iringa	536
Highlands	Ilula	Iringa	962
Highlands	Mkwawa	Iringa	1,876



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Highlands	Uyole	Mbeya	403
Highlands	Mkwajuni	Iringa	615
Highlands	Kasumulu	Mbeya	44
Highlands	Zonal Office	Mbeya	1,080
Highlands	Laela	Rukwa	251
Highlands	Matai Kalambo	Rukwa	175
Highlands	Mlele	Katavi	227
Highlands	MajiMoto BOW	Katavi	108
Highlands	Mbeya City Council CCP	Mbeya	
DAR	Airport	Dar es salaam	1915.59
DAR	Bandari	Dar es salaam	748.47
DAR	Bank house (Ground,First 1st to 3rd Floor)	Dar es salaam	4293.38
DAR	Chakechake	Pemba	1025.65
DAR	Congo	Dar es salaam	805.18
DAR	Gongolamboto	Dar es salaam	1388.78
DAR	Ilala	Dar es salaam	1787.46
DAR	Kariakoo	Dar es salaam	2050.72
DAR	Kigamboni	Dar es salaam	462.42
DAR	Kurasini	Dar es salaam	735.76
DAR	Magomeni	Dar es salaam	9516.51
DAR	Mandela Road	Dar es salaam	1486.42
DAR	Mbagala	Dar es salaam	2090.78



RFP for Provision of Fumigation services for NMB Branches Across the Network

DAR	Mbezi beach	Dar es salaam	2445.33
DAR	Mbezi louis	Dar es salaam	2199.52
DAR	Mlimani City	Dar es salaam	2141.55
DAR	Morogoro Road	Dar es salaam	968.38
DAR	Msasani	Dar es salaam	607.04
DAR	Muhimbili	Dar es salaam	433.35
DAR	Mwanakwerekwe	Unguja	509.09
DAR	Mwenge	Dar es salaam	1085.01
DAR	NMB House	Dar es salaam	1688.97
DAR	Oysterplaza	Dar es salaam	980.6
DAR	Sinza	Dar es salaam	3664.94
DAR	Tandika	Dar es salaam	512.32
DAR	Tegeta	Dar es salaam	1111.03
DAR	Temeke	Dar es salaam	1101.53
DAR	Ubungo	Dar es salaam	539.99
DAR	University	Dar es salaam	1022.99
DAR	Zanzibar	Dar es salaam	1448.67
Eastern	Eastern Zone Office	Morogoro	1,260
Eastern	Wami	Morogoro	2,521
Eastern	Mount Uluguru	Morogoro	775
Eastern	Mvomero	Morogoro	672
Eastern	Turiani	Morogoro	1,134
Eastern	Gairo	Morogoro	741
Eastern	Kilosa	Morogoro	2,028
Eastern	Kilombero	Morogoro	1,151
Eastern	Ifakara	Morogoro	1,711
Eastern	Mlimba	Morogoro	330
Eastern	Mahenge	Morogoro	2,268



RFP for Provision of Fumigation services for NMB Branches Across the Network

Eastern	Chalinze	Pwani	1,760
Eastern	Bagamoyo	Pwani	1,526
Eastern	Mlandizi	Pwani	826
Eastern	Kibaha	Pwani	2,564
Eastern	Kisarawe	Pwani	1,357
Eastern	Mkuranga	Pwani	489
Eastern	Kibiti	Pwani	1,177
Eastern	Mafia	Mafia	794
Eastern	Malinyi	Morogoro	702
Eastern	Bank on Wheel	Morogoro	90
Eastern	Mlonganzila CCP	Pwani	216
Eastern	Morogoro B.C	Morogoro	1,416
Eastern	Msamvu	Morogoro	1,352
Eastern	Rufiji CCP	Pwani	288
Eastern	SUA (Wami branch) New	Morogoro	293
Eastern	Mikumi (Under Kilombero) New	Morogoro	262
Eastern	Morogoro Municipal CCP	Morogoro	108
Southern	Kilwa Masoko	Lindi	1,291.02
Southern	Lindi	Lindi	1436.4
Southern	Mtwara PPF Plaza	Mtwara	1568.01
Southern	Mtwara Business Centre	Mtwara	1260.02
Southern	Tandahimba	Mtwara	1155.01
Southern	Newala	Mtwara	942.12
Southern	Masasi	Mtwara	1,291.02
Southern	Ndanda	Mtwara	532
Southern	Nachingwea	Mtwara	942.12
Southern	Ruangwa	Lindi	1056.01
Southern	Liwale	Lindi	1134
Southern	Nanyumbu	Mtwara	510.02
Southern	Tunduru	Mtwara	942.12

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Southern	Southern Zonal Office	Mtwara	720.03
Southern	Namtumbo	Ruvuma	1187.01
Southern	Songea	Ruvuma	2371.01
Southern	Litembo	Ruvuma	481.75
Southern	Mbinga	Ruvuma	942.12
Southern	Nyasa	Ruvuma	525.01
Southern	Madaba	Ruvuma	382.81
Lake	Biharamulo	Kagera	2,216
Lake	Bunda	Mara	2,216
Lake	Mwanza Business Center	Mwanza	2,216
Lake	Butiama	Mara	437
Lake	Buzuruga	Mwanza	1,875
Lake	CCP Sirari	Mara	56
Lake	Chato	Geita	1,017
Lake	Geita	Geita	2,216
Lake	Igoma	Mwanza	960
Lake	Kaitaba	Kagera	1,183
Lake	Katoro	Geita	630
Lake	Kayanga	Kagera	2,216
Lake	Kenyatta Road	Mwanza	1,206
Lake	Kyerwa	Kagera	215
Lake	Magu	Mwanza	1,099
Lake	Misenyi	Kagera	1,960
Lake	Misungwi	Mwanza	1,093
Lake	Mugumu	Mara	3,960
Lake	Muleba	Kagera	2,216
Lake	Musoma (old)	Mara	1,274
Lake	Nansio	Mwanza	2,033
Lake	New Musoma	Mara	2,285
Lake	Ngara	Kagera	1,344
Lake	Ngudu	Mwanza	2,216
Lake	Nkwenda	Kagera	960
Lake	Nyamongo	Mara	1,630



RFP for Provision of Fumigation services for NMB Branches Across the Network

Lake	Nyang'wale	Mwanza	360
Lake	Pamba Road	Mwanza	1,230
Lake	Kabanga	Kagera	54
Lake	Rock City	Mwanza	900
Lake	Rorya Branch	Mara	1,110
Lake	Rorya II	Mara	280
Lake	Rusumo	Kagera	225
Lake	Sengerema	Geita	1,099
Lake	Tarime	Mara	2,216
Lake	Sirari Branch	Mara	450
Lake	Ilemela	Mwanza	360
Lake	Bank on Wheel (BOW)	Mwanza	90
Lake	Mutukula Branch	Kagera	54
Lake	Mwanza Jiji CCP	Mwanza	54
Lake	Igogo CCP	Mwanza	56
Lake	Zone Office	Mwanza	801
Lake	Busega	Mwanza	962
Lake	Geita Gold Market	Geita	68
Wester n	Bariadi	Simiyu	1,848.23
Wester n	Bukombe	Geita	679.64
Wester n	Mbogwe Embedded Brnch	Geite	206.82
Wester n	Igunga	Tabora	723.64
Wester n	Itilima	Simiyu	293.59
Wester n	Kahama	Shinyanga	1,720.92
Wester n	Kahama BC	Shinyanga	852.91
Wester n	Kakonko	Kigoma	706.03
Wester n	Kaliua	Tabora	650.82
Wester n	Kasulu	Kigoma	942.12
Wester n	Kibondo	Kigoma	852.18
Wester n	Kigoma	Kigoma	1,807.79

Western	Kishapu	Shinyanga	584.39
Western	Maganzo	Shinyanga	1,118.18
Western	Manonga	Shinyanga	2,084.38
Western	Maswa	Simiyu	1,464.69
Western	Mihayo	Tabora	1,522.29
Western	Mwadui	Shinyanga	193.5
Western	Mwanhuzi	Simiyu	1,280.95
Western	Nkinga	Tabora	298.83
Western	Nzega	Tabora	1,291.02
Western	Sikonge	Tabora	1,578.03
Western	Urambo	Tabora	1,976.38
Western	Uvinza	Kigoma	526.77
Western	Ushetu D.C. CCP	Shinyanga	142.5
Western	Buhigwe	Kigoma	81.91
Western	Zone Office	Tabora	1,112.07
Northern	Zonal Office	Arusha	10,500.00
Northern	Hai	Kilimanjaro	14,400.00
Northern	Mwanga	Kilimanjaro	15,600.00
Northern	Nelson Mandela	Kilimanjaro	37,800.00
Northern	Rombo	Kilimanjaro	14,400.00
Northern	Same	Kilimanjaro	15,600.00
Northern	Hedaru	Kilimanjaro	900
Northern	Tarakea	Kilimanjaro	5,400.00



RFP for Provision of Fumigation services for NMB Branches Across the Network

Northern	Clock Tower	Arusha	16,800.00
Northern	Karatu	Arusha	12,600.00
Northern	Loliondo	Arusha	16,800.00
Northern	Monduli	Arusha	8,400.00
Northern	Handeni	Tanga	12,600.00
Northern	Korogwe	Tanga	11,400.00
Northern	Lushoto	Tanga	12,600.00
Northern	Bumbuli	Tanga	2,400.00
Northern	Madaraka	Tanga	22,800.00
Northern	Horohoro	Tanga	1,800.00
Northern	Mkinga	Tanga	1,800.00
Northern	Mombo	Tanga	10,800.00
Northern	Muheza	Tanga	13,200.00
Northern	Pangani	Tanga	12,600.00
Northern	Ngarenaro	Arusha	1,800.00
Northern	Mawenzi	Kilimanjaro	5,400.00
Northern	Namanga	Kilimanjaro	10,200.00
Northern	Kilindi	Tanga	2,700.00
Northern	Arusha Market	Arusha	3,600.00
Northern	Arusha Business Center	Arusha	14,000.00
Northern	Himo	Kilimanjaro	12,600.00
Northern	Holili	Kilimanjaro	11,400.00
Northern	Mererani	Arusha	3,150.00
Northern	Siha	Kilimanjaro	9,600.00



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Northern	Usa River	Arusha	5,400.00
Northern	Mkata	Tanga	6,300.00
Northern	Ngaramtoni	Arusha	6,000.00
Northern	Mto Wa Mbu	Arusha	7,800.00
Northern	Moshi Mbuyuni	Kilimanjaro	5,400.00
Northern	Namanga Ccp	Arusha	360
Northern	Arusha City Ccp	Arusha	150
Northern	Arusha Dc Ccp	Arusha	150
Northern	Moshi Ccp	Kilimanjaro	150
Northern	Aim Mall Bureau De Change	Arusha	240
Northern	Arusha Mineral Market	Arusha	3,600.00
Northern	Mirerani Mineral Market	Arusha	240

EVALUATION OF THE TENDERS

Preliminary Examination

The Procuring entity will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, all attachments like registration certificates, statutory certificates and whether the tenders are generally in order.

Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail.

The Procuring entity may waive any minor informality or nonconformity or irregularity in a tender which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any tenderer.

Prior to the detailed evaluation, pursuant to the above paragraphs, the Procuring entity will determine the substantial responsiveness of each tender to the tender documents. For purposes of these paragraphs, a substantially responsive tender is one which conforms to the terms and conditions of the tender documents without material deviations. The Procuring entity's determination of a tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence.

If a tender is not substantially responsive, it will be rejected by the Procuring entity and may not subsequently be made responsive by the tenderer by correction of the nonconformity.

S/N	Mandatory Requirements	YES/NO
1	Submission of a Valid Business License	
2	Submission of Certificate of Incorporation from BRELA	
3	Submission of VAT and/or Tin Registration Certificates	
4	Power of Attorney of Signatory of the tender (signed and stamped by advocate of notary public and/or company stamp)	
5	Submission of statement of Litigation – signed and stamped by advocate of notary public and/or company seal	
6	Submission of Regulatory Certificate from TPRI	
7	Submission of Audited Financial Statements for the past two (2) years	
8	Submission of deposit slip of TSHS 50,000/- for purchasing this tender document	

Detailed Evaluation.

The procuring entity will evaluate and compare the tenders which have been determined to be substantially responsive subject to passing preliminary evaluation.

		MAXIMUM SCORE
1	Specific Experience of the company in similar works – Fumigation & Pest Control (Minimum 3 projects)	15 marks
2	Understanding of assignment (Methodology)- Firm’s description of pest management techniques	30 Marks
3	Attach Reference letters as letters as in section 3.1.1	15 Marks
3	Manpower capabilities: specific experience and qualifications of key staff	10 Marks
4	Health and safety measures undertaken by the company	10 Marks
5	Submission of Audited Financial Statements for the past three (3) years (2017,2018 and 2019)	10 Marks
6	Proper presentation of your bid	10 Marks

A tender must score a minimum mark of **70%** to qualify for financial evaluation. The Bank will conduct a due diligence on the clients that will have been provided to determine the tenderers capability/capacity to provide the required services.

Post qualification

In the absence of pre-qualification, the Procuring entity will determine to its satisfaction whether the tenderer that is selected as having submitted the lowest evaluated responsive tender is qualified to perform the contract satisfactorily.

The determination will consider the tenderer’s financial and technical capabilities. It will be based upon an examination of the documentary evidence of the tenderers qualifications submitted by the tenderer, as well as such other information as the Procuring entity deems necessary and appropriate.



The due diligence report will comprise assessment of the bidders’ ability to perform the work. The Evaluation Committee shall visit the provided sites by the bidder under evaluation to determine:

- a) The bidder's **capacity** to discharge duties of similar nature and magnitude comparable to the Bank.
- b) **Quality** of service offered by the bidder shall be established by the Evaluation Committee to previous clients.
- c) **Customer Satisfaction** of previous clients.

Award Criteria

Subject to the above criteria the Procuring entity will award the contract to the successful tenderer whose tender has scored the highest marks on combined technical and financial evaluation, provided that the tenderer is determined to be qualified to perform the contract satisfactorily.

3. SUPPLIER SPECIFIC INFORMATION

3.1 Capability

3.1.1 Provide at least three reference letters and contact details for your current clients who you are providing fumigation services

	Reference Number 1	Reference Number 2	Reference Number 3
Client			
Contact’s Title			
Phone			

3.1.2 Explain the Scope of your internal controls, recruitment process of your technicians and privacy (confidentiality) protection

3.2 Quality Process

3.2.1 Please describe your work plan methodology/framework for providing this fumigation services

3.2.2 Please provide list of specialized equipment employed that will be used in providing these services, workshop location,

3.2.3 Please provide C.V. of key personnel (operations manager and atleast two (2) technicians) that will be used for this service

3.3 Supplier Organisation

4.1.1 Please describe the vendor's background, including how long it has been in business.

Date of Incorporation:	
Registration Number:	
VAT/TIN Registration Number:	

3.3.3 Are there any current directors serving on boards of other organisations?

Names of Directors	Name of organisation



3.3.3 A detailed organogram, disclosing all related holding companies, subsidiaries and associates and clearly showing directors and shareholders of the company. Memorandum of association to be attached

3.4 Annual Reports and Financial Data

Unless instructed otherwise, when answering questions in this Section, please give details, which specifically relate to your Company and not to the whole of the group if your Company forms part of that group.

4.1.2 Characterise your company’s financial performance for the last two years.

4.1.3 Furnish balance sheets/financial statements for the last two years.

4.1.4 Specify whether there are any pending or threatened claims that could affect your financial standing. Provide details of attorney’s and legal advisors as well as confirmation letters from such attorney’s with regard to the existence or non-existence of any pending litigation.

3.5 Declaration of Interest

3.3.3 Has any Director, Partner, Associate, Company Secretary, Senior Manager or Manager in your organisation been employed by NMB? If YES, please give details.

3.3.3 Does any Director, Partner, Associate, Company Secretary, Senior Manager, Manager or any person connected with the tender, have any relationship (family, friend, other) with a person employed in the department concerned with the administration of this Tender and/or any person who may be involved with the evaluation or adjudication of this RFP? If YES, please give details



4 COMMERCIAL REQUIREMENT

4...1 **Pricing** – Please submit your pricing model in as per price schedule below as an example. Vendors must quote for all branches in One zone and award will be given to only one company per zone:-

Schedule 1 – Fumigation services

Item No.	Item Description	Branch Meter	Cubic	Unit cost per cubic meter	Total Cost per Service (TSHS)	Remarks
1	DAR ES SALAAM ZONE					
	Dar Zone Office					
	Bank House					
	Ilala Branch					
	e.t.c. – Continue as per the list of branches provided in section 2					
	TOTAL COST PER ZONE				0.00	
	Special Case Fumigations per branch in a specific Zone (Rodents,Mice, Snakes , Bees etc)					

REMARKS

- In case of discrepancy between unit price and total, the unit price shall prevail.
- The service will be done on quarterly basis and payments will be done after completion of each service.
- The Special Case Fumigation should be quoted per branch, the cost should be constant throughout the Zone and will be incurred as per call.
- You are supposed to quote for all branches within one zone, award will be done per zone

Company’s Name -----

Name of Authorized Officer -----

Signature of Authorized officer -----

Title of Authorized Officer-----

Official Company Phone & Email Address-----

Company Stamp-----

Date-----