



SADC PLANT GENETIC RESOURCES CENTRE (SPGRC)

CALL FOR APPLICATION FOR INCLUSION IN THE SADC PLANT GENERIC RESOURCES CENTRE (SPGRC) SUPPLIER DATABASE FOR THE SUPPLY OF GOODS AND WORKS, AND PROVISION OF SERVICES Ref: SADC/SPGRC/7/2022

The Southern African Development Community Plant Genetic Resources Centre (SPGRC) situated along Great East Rd hereby invites relevant companies with skills to service, repair equipment and provision of associated services which fall into the following categories for the purpose of updating the supplier database.

1. Office Stationery
2. Computer consumables
3. Electrical supplies and works
4. Plumbing supplies and works
5. De- humidifiers
6. Seed drying cabinets and Laboratory seed grinders
7. Seed Germination chambers
8. Laboratory Water purifiers
9. Laboratory Scales, seed Counters and seed moisture testing meters
10. Autoclaves and Laminar air flow cabinets
11. Printers, scanners and Photocopiers
12. CCTV
13. Automatic Fire suppression System
14. Repair and servicing of tractors and other farm equipment (eg, ploughs, boom sprayers, tractor mounted lawn mowers, etc).
15. General Electrical repairs and installation services
16. Plumbing services
17. General Welding Services
18. Grass mowing services
19. Building maintenance services (i.e. basic construction, roofing and building)
20. Lawn mower and grass cutter supplies and servicing
21. Branding services

MANDATORY REQUIREMENTS

- Full Registered name of the Organization

Member States

Angola, Botswana, Comoros, DR Congo, Eswatini, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Tanzania, Zambia, Zimbabwe.

All correspondences should be addressed to the Head, SPGRC

- Copy of Valid VAT registration certificate
- Copy of Valid Certificate of Incorporation
- Copy of Valid Tax Clearance Certificate
- Postal, Physical and email addresses
- Telephone and Fax Number
- Three letters of reference from reputable clients
- Full Banking Details and Financial Capability
- A reference letter from a professional services firm (Bankers, Auditors or Lawyers) should be attached
- Names of Directors and their Physical Addresses (Attach copy of PACRA Form)
- Proof of Registration with NCC for construction or any other regulatory bodies
- For any clarification **WHICH MUST BE IN WRITING ONLY** contact Ms. Tamara Phiri at tamarap@sadc.int

COPY: jshava@sadc.int and spgrc@sadc.int

The Expression of Interest should be send to spgrcprocurement@sadc.int and addressed to the undersigned bearing the subject "**CALL FOR APPLICATION FOR INCLUSION IN THE SPGRC SUPPLIER DATABASE FOR THE SUPPLY OF GOODS AND WORKS, AND PROVISION OF SERVICES -** (State category (ies))"

The Head, SPGRC
Private Bag CH6
LUSAKA
Zambia

Applications(s) by Fax will not be acceptable.

All submissions should be received by the 31 July 2022 before 17:00 hours LOCAL TIME

The closing date for responding to requests for information and clarification shall be 15th July 2022 at 16:00 hours

LATE APPLICATIONS AND HARD COPY(IES) SUBMISSIONS WILL NOT BE ACCEPTED, neither will submissions received via telephone, fax, telex or facsimile.

Only applicants with the above stated attachments will be considered for inclusion in the SPGRC Supplier Database.

The SPGRC reserves the right to reject any application not deemed suitable for inclusion in the Database and has no obligation to award contracts to any successful applicant upon inclusion in the Database.

All enquiries shall be directed to Ms Tamara Phiri on Email: tamarap@sadc.int CC. spgrc@sadc.int +260211 399200/1.