

THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF FINANCE AND PLANNING



NATIONAL COMPETITIVE TENDERING  
TENDER NO. ME/004/2017-18/HQ/N/09

FOR

PROVISION OF PREVENTIVE MAINTENANCE FOR THE GOVERNMENT  
PAYROLL SYSTEM HARDWARE FOR THE MINISTRY OF FINANCE AND  
PLANNING (VOTE 50)-LOT No.2

Invitation for Bids

20<sup>th</sup> September, 2017

1. This is in reference of the General Procurement Notice (GPN) for Financial Year 2017/2018 which appeared in the Ministry's and PPRA websites: ([www.mof.go.tz](http://www.mof.go.tz)) & ([www.ppra.go.tz](http://www.ppra.go.tz)) respectively.
2. The Government of the United Republic of Tanzania has set aside funds for the operations of the Ministry of Finance and Planning during the financial year 2017/2018. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for Preventive Maintenance for the Government Payroll System Hardware for the Ministry of Finance and Planning (Vote 50) Lot No. 2.
3. The Ministry of Finance and Planning has been maintaining and running the Government Payroll System in collaboration with President's Office-Public Service Management (PO-PSM). Given the growing complexities in system (Lawson Application and its Infrastructures), the Ministry of Finance and Planning intends to contract a highly reputable and experienced Service Provider for effective and efficient technical support of the Government Payroll System Hardware.
4. The Ministry of Finance and Planning now invites sealed bids from a highly reputable and eligible National Service Providers to provide preventive maintenance for the Government Payroll System Hardware for the Ministry of Finance and Planning (Vote 50) as shown in **Sect.VI& VII** of the **Statement of Requirements and Activity Schedule**.

5. Bidding will be conducted through National Competitive Bidding procedure specified in the Public Procurement Regulations, 2013 - Government Notice No. 446 (as amended through Government Notice No. 333 of 2016) and is open to all Bidders as defined in the Regulations.
6. Interested eligible Bidders may obtain further information and inspect the Bidding Documents at the office of the Director of Procurement Management Unit, Room NO.2, PAT Building, 1 Madaraka Street, 11468 Dar es Salaam from 7:30 am to 3.30 pm, Mondays to Fridays inclusive except on Public Holidays.
7. A complete set of Bidding Document(s) in English may be purchased by interested bidders on the submission of a written application to the address given under paragraph 5 above and upon payment of a non-refundable fee of TZS 100,000.00 (Tanzania Shillings One Hundred Thousand Only). Payment should be either by Cash, Banker's Draft or Banker's Cheque, payable to the Permanent Secretary, Ministry of Finance and Planning, 1 Madaraka Street, P.O Box 9111, 11468-Dar es Salaam.
8. All Bids must be accompanied by a bid securing declaration in the format provided in the bidding documents.
9. All Tenders in one original plus two copies, properly filled in, and enclosed in plain envelope must be delivered to the Procurement Management Unit, Room No.2, PAT Building, 1 Madaraka Street, 11468 Dar Es Salaam **at or before 10.00am hour's local time on Thursday 05<sup>th</sup> September, 2017**. Bids will be opened promptly thereafter in public and in the presence of Bidders' representatives who choose to attend in the opening at the PAT Conference Room No.1 at PAT Building of the Ministry of Finance, 1Madaraka Avenue,11468 Dar Es Salaam.
10. Late Tenders, Portion of Bids, Electronic Bids, Bids not received, Bids not opened and not read out in public at the bid opening ceremony shall not be accepted for evaluation irrespective of the circumstances.

**ACCOUNTING OFFICER (VOTE 50)**  
**MINISTRY OF FINANCE AND PLANNING**