

INVITATION FOR BIDS



FOR IMMEDIATE RELEASE

SLFA TECHNICAL CENTRE UPGRADE

Procurement number- (SLFS/PUNCB/WPRKS/007)

Date of first issue- 27th October, 2023

The [Sierra Leone Football Association] is a body responsible to administer and supervise Football Activities nationwide and the Technical Center plays a vital role in our operations. We are looking to modernise and enhance the facility to ensure efficient and state-of-the-art operations.

The FA has received] Approval to do a technical centre upgrade which will be funded by the Federation Internal Football Association (FIFA). The funds for the procurement [TECHNICAL CENTRE UPGRADE AT SLFA SECRETARIAT] and now invite sealed bids from eligible bidders for the supply:

Project Overview:

The objective of this project is to upgrade and improve the Technical Center to meet the evolving needs of our organisation. The upgraded facility should provide an optimised and secure environment to support our research and development activities, technical training programs, and other related activities. The project will involve the renovation of existing infrastructure, installation of new equipment and systems, and integration of advanced technologies.

Scope of Work:

The scope of work for this project includes, but is not limited to:

- Assessment of the current Technical Center infrastructure and identification of areas for improvement.
- Design and implementation of upgraded electrical, HVAC, and plumbing systems to ensure efficient operations.
- Renovation of the existing workspace, including flooring, lighting, and painting.
- Installation of modern equipment and machinery, meeting industry standards and compliance regulations.
- Integration of advanced communication and networking systems for improved connectivity.
- Deployment of an enhanced security system to ensure the safety of personnel and assets.
- Provision of training and documentation for the newly installed systems.

Technical Specifications:

The Technical Center upgrade must adhere to the following technical specifications:

- Energy-efficient and sustainable design principles.
- Compliance with relevant industry standards and regulations.
- Integration of cutting-edge technology and equipment.
- Scalable infrastructure to accommodate future expansion.
- Reliable and robust network connectivity.
- Enhanced security measures, including access control and surveillance systems.

Deliverables:

The selected contractor will be responsible for delivering the following:

- Timely procurement and installation of required equipment and systems.
- Renovated and upgraded Technical Center facility.
- Comprehensive testing and commissioning of all installed systems.
- Training materials and sessions for end-users.
- Maintenance and support documentation.

Timeline:

Please note that these dates are subject to change and will be finalised in consultation with the selected contractor.

Budget:

The estimated budget from the contractor for the Technical Center upgrade project is [insert budget]. For the implementation of the project, Bidders are expected to provide a detailed breakdown of costs, including materials, labor, equipment, and any additional expenses.

Evaluation Criteria:

Bids will be evaluated based on the following criteria:

- Experience and qualifications of the bidding company in similar projects.
- Technical expertise and capability to deliver the required upgrades.
- Compliance with technical specifications and standards.
- Proposed timeline and project management approach.
- Competitive pricing and value for money.
- References and client testimonials.

9. Terms and Conditions:

- Bidders must provide all required documentation, including company profile, licenses, certificates, and relevant experience.
- The selected contractor will be required to enter into a formal contract with SLFA.
- SLFA reserves the right to accept or reject any bid and to cancel or reissue the bid document at its sole discretion.
- Confidentiality of information shared during the bidding process must be maintained by all bidders.
- Payment terms and conditions will be mutually agreed upon with the selected contractor.

10. Site Visit:

Site Visit is Mandatory to all potential bidders who want to take part in the bidding process. Bidders shall visit and examine the Site of Work and its surroundings and obtain all information that may be necessary for preparing and entering into a contract for the construction of the Work. The costs of visiting the Site shall be at the Bidder's own expense and it is mandatory for all bidders.

Submission Guidelines:

Bidders must submit their proposals in a sealed envelope clearly marked "Technical Center Upgrade Bid" by [submission deadline 27th November 2023]. The envelope should be addressed to:

[Your Organization's Name] [Address] [City, State, ZIP Code]

Contact Information:

For any inquiries or clarification regarding this bid document, please contact:

The Procurement Unit or nabscamara79@gmail.com TEL: +23276718400

We look forward to receiving your bid and partnering with a qualified contractor for the Technical Center upgrade project.

Bidding is open to all suppliers who can demonstrate [list criteria for eligibility]

Interested bidders may obtain further information and inspect the bidding document at the address below between [9:00 am to 5:00 pm Monday- Friday]. Bidding documents may be purchased upon payment of a non-refundable fee of [5,000 New Leones] payable to:

BANK NAME: UNION TRUST BANK

ACCOUNT NO: 210-096975-02

Bids must be delivered to the address below on or before [27th November,2023].

All bids must be accompanied by:

- A valid Business registration certificate
- Bid Security of [632,080.00 thousand New Leones] from a reputable Commercial Bank;
- A valid tax clearance certificate;
- A valid NASSIT clearance certificate;
- A signed Integrity Pact; [see attached]
- [list all other required documents and samples where applicable]

Bids will be publicly opened on [28 November 2023] at [11:00 AM], in the presence of the bidders' designated representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

[Sierra Leone Football Association]

Secretariat

Contact name, MOHAMED NABIE KAMARA and/or Title; PROCUREMENT AND LOGISTICS OFFICER

Room number; Conference Room 1

Building Name SLFA Administrative Building and Street number; 21 Battery

Street Name; Kingtom

City; Freetown

Telephone/Fax/Email]: +23276718400 or nabscamara79@gmail.com