



MOBILE TELECOMMUNICATIONS LIMITED

TITLE OF TENDER	SUPPLY AND DELIVERY, INSTALLATION AND COMMISSIONING OF STANDBY GENERATOR SETS FOR MTC
TENDER NO:	MTC19/19/O
DATE ISSUED:	08 th JULY 2019
CLOSING DATE:	26 th JULY 2019, 14:30
TENDERER NAME (duly registered juristic entity)	
TENDERER REGISTRATION NUMBER	

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PART A – TENDER INVITATION

1. INVITATION TO TENDER

MTC hereby invites offers:

CLIENT:	MOBILE TELECOMMUNICATIONS LIMITED (MTC)
TENDER DESCRIPTION:	SUPPLY AND DELIVERY, INSTALLATION AND COMMISSIONING OF STANDBY GENERATOR SETS FOR MTC
TENDER NUMBER:	MTC19/19/O
CLOSING DATE	Friday, 26 th July 2019 @ 14:30
TENDER PRICE:	Free of charge
ADDRESS TENDER TO:	MTC Procurement, Manager Procurement
	Cnr Mose Tjitendero & Hamutenya Wanehepo Ndadi Street
	Olympia
	Windhoek, Namibia
ALL INQUIRIES:	Nghiidipaa Effaishe Manager Procurement Tel: +264 61 280 2019 Fax: +264 61 280 2057 Email: enghiidipaa@mtc.com.na

2. TENDER FORMAT

1.1.1 Tender documents must be in a sealed package as follows:

1. One (1) original, clearly marked "ORIGINAL"
2. One (1) soft copy in email or USB

1.1.2 All documents must clearly be marked:

"SUPPLY AND DELIVERY, INSTALLATION AND COMMISSIONING OF STANDBY GENERATOR SETS FOR MTC" MTC19/19/O.

ALL TENDER DOCUMENTS MUST BE DEPOSITED INSIDE THE MTC TENDER BOX AT THE RECEPTION OF MTC HEAD OFFICES IN OLYMPIA, MOSE TJITENDERO AND HAMUTENYA WANAHEPO NDADI STREETS.

PART B – GENERAL TERMS AND CONDITIONS

1. TENDER CONDITIONS

1.1 DEFINITIONS

1.1.1 In this Request for Proposal (Tender), unless the context clearly indicates the contrary, the following interpretation will apply to the terms stated below:

1. "MTC" shall mean Mobile Telecommunications Limited
2. "RFP" shall mean Request for Proposal (Tender)

1.1.2 This Request for Proposal is not a contract, and does not create an obligation on MTC's part to purchase services from any company submitting a proposal. MTC reserves the right to reject any or all proposals in its sole and absolute discretion

1.2 TENDER INVITATION

1.2.1 MTC hereby invites offers from all relevant quantified companies to submit detailed technical and financial proposals for the supply, delivery, installation and commissioning of standby generator sets for MTC.

1.2.2 This tender document shall consist of the following Appendices:

1.2.3 Appendix A – BEE Scorecard [This scorecard is not to be filled out, but to show the various elements that the company should be accredited by the Namibia Preferential Procurement Council (NPPC)]. The tenderer is required to approach the Namibia Preferential Procurement Council (NPPC), Telephone # 061 248 007 for accreditation and attach their accreditation certificate to the tender response.

1.2.4 Appendix B – Non Disclosure Agreement

1.3 GENERAL TENDER CONDITIONS

1.3.1 Tenderer shall be a Juristic Entity with valid Company Registration documents, in terms of the Laws of the Republic of Namibia or country of origin. Tenderers who fail to prove that they are juristic entity shall be disqualified.

1.3.2 All tender documents must be submitted before or on the closing date and time as indicate on the cover page, should be returned and deposited in the tender box at the entrance of MTC Headquarters, Olympia

1.3.3 No late tenders will be considered

1.3.4 Every tender document page must be initialed

1.3.5 MTC is neither bound to accept the lowest of any Tender nor to assign any reason for acceptance or rejection of such Tender

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- 1.3.6 MTC reserves the right to change these dates and any other dates that may appear in this RFP. Such changes will be communicated as soon as they are made.
 - 1.3.7 Notifications to companies will be in writing to the designated liaison person nominated by the firm.
 - 1.3.8 From the submissions an evaluation will be performed highlighting a short list
 - 1.3.9 If deemed necessary, negotiations may be entered into with the short listed candidates.
 - 1.3.10 Companies that wish to tender should examine this RFP carefully and review all instructions contained herein. Companies should follow the instructions so that MTC can easily evaluate and compare all proposals received.
 - 1.3.11 All prices must be in NAD and exclusive of all taxes
 - 1.3.12 MTC in its sole and absolute discretion reserves the right to:
 - 1.3.13 Reject any or all proposals, whether or not these instructions are followed
 - 1.3.14 Reject any submissions not complying with the specified format
 - 1.3.15 Award the contract based solely on a proposal received without entering into any further discussions.
 - 1.3.16 Short list candidates
 - 1.3.17 Not base the final decision solely on price.
 - 1.3.18 No correspondence will be entered into should MTC decide to reject any proposals or to withdraw the RFP.
 - 1.3.19 Each response must include a detailed discussion of each of the items below. Should responses not use the same heading and follow the same numbering as the RFP. MTC may automatically disqualify the company from the tender process.
 - 1.3.20 MTC will make its decision based on the quality of the information contained in the proposal and no opportunity will exist for any company to enhance such information after closing date and time of the tender.
 - 1.3.21 It is important to clearly note down any assumptions made in the proposal so that each proposal may be evaluated fairly against all other submissions.
 - 1.3.22 This RFP outlines the requirements of MTC and the process to be followed by the prospective Tenderers in submitting a response.
 - 1.3.23 Companies should provide a list of previous or current clients they served with similar projects. MTC reserves the right to contact any clients referenced
 - 1.3.24 MTC reserves the right to exclude certain persons and legal entities in the event of poor performance; the tender offering or attempting to offer any bribe, promised a bribe, or any

other consideration to any MTC employee involved with this tender or the tenderer has acted fraudulently and or in bad faith.

1.3.25 Any restriction imposed upon any such tenderer shall also apply to any other enterprise under the same or different name with which the person, firm or company is actively associated.

1.3.26 MTC may accept any tender in part or wholly with no obligation to explanation whatsoever.

1.4 GENERAL EVALUATION CRITERIA

Proposals will be evaluated by MTC using criteria in the RFP as well as the general criteria as listed below:

1.4.1 Price competitiveness, including any price discount provided in the proposal.

1.4.2 Project completion schedules and lead times proposed.

1.4.3 Warrantee conditions and handling of claims.

1.4.4 Availability of references from other customers and reputation of tenderer.

1.4.5 Compliance with local and international standards.

1.4.6 Certification and accreditations

1.4.7 Value added to MTC

1.4.8 The financial condition and trading record of the tenderer (Company profile, Latest financial statements of tenderer, etc.)

1.4.9 Tenderer degree of conformance to the Black Economic Empowerment Policy (A certificate from NPPC should be submitted to prove the BEE credential)

1.4.10 Alternatively, shareholder names and certificates must be attached.

1.4.11 Small and medium enterprises (SME's) must submit their SME certificates issued by the Ministry of Trade and Industry.

1.4.12 The tenderer shall ensure that sufficient supporting documentation and information is supplied in his proposal to enable MTC to evaluate the proposal in respect of each of the abovementioned criteria.

1.4.13 As per the Communications Regulatory Authority of Namibia: Regulations in respect of Type approval and Technical Standards for Telecommunications Equipment, gazetted in the Government Gazette # 5659, General Notice # 22, the tenderer supplying equipment subjected to this regulations must ensure that all documentations required are obtained from the Regulator before importation. Failure to do so may lead to equipment being confiscated by Customs at the supplier's risk, and MTC hereby distances itself from any confiscated equipment.

1.5 SUMMARY OF DEADLINES

ACTION	DUE DATE
Tender documents availability	08 th July 2019
Submission of questions	16 th July 2019
MTC response to questions	18 th July 2019
Tender closing date	26 th July 2019

1.6 QUESTIONS & ANSWERS

- 1.6.1 If required, companies may submit questions via email to the following e-mail address: tenders@mtc.com.na on or before 16th of July 2019.
- 1.6.2 All questions and answers thereto will be uploaded on the website by the 18th of July 2019
- 1.6.3 Communication between MTC and prospective companies, for the duration of this RFP, must only be through **Ms. E. Nghiidipaa @ 061 280 2019 or enghiidipaa@mtc.com.na**. No direct communication or contact with any other party at MTC is permissible. Any such breach may disqualify the company.

1.7 TENDERER'S DESIGNATED LIASON

- 1.7.1 Companies must select a single designated contact person, through whom all communications between MTC and the company will take place:

Contact Name	
Designation	
Telephone	
Fax	
Email	
Signature	

1.8 REFERENCE LIST

Item	Company Name	Contact Person	Contact Details	Year of Service
1				
2				
3				
4				
5				

1.9 SUCCESSFUL TENDERER'S PERFORMANCE MANAGEMENT

1.9.1 The successful tenderer/s are subjected to annual performance reviews to be completed by the respective MTC representative or Procurement Officer responsible for the purchase. The review will be done at intervals to be decided upon by the Procurement department.

1.9.2 The performance reviews will amongst others cover the following issues:

- **RELIABILITY:** How reliably do you follow through on your commitments to MTC?
- **COST:** How closely did your final total costs correspond to your expectations at the beginning of the transaction?
- **ORDER ACCURACY:** How well did the product/service delivered matched your order specifications and quantity?
- **DELIVERY/TIMELINESS:** How satisfied is the appraiser about the timeliness of the product/service delivery?
- **QUALITY:** How satisfied is the appraiser about the quality of the product/service provided by your company?
- **DOCUMENTATION ACCURACY:** Does your company present its all and correct documents with its deliveries
- **PERSONNEL:** How satisfied is the appraiser about the attitude, courtesy, and professionalism of your company's staff?
- **CUSTOMER SUPPORT:** How satisfied is the appraiser about the customer support she/he received from your company?
- **RESPONSIVENESS:** How responsive is your company to information requests, issues, or problems that arose in the course of the transaction?

2. DECLARATION OF INTEREST FORM

Any deliberate omission in this declaration or the supplying of false information will be regarded in a serious light and may lead to an investigation and disqualification of the tender process.

Tenderer Name:

Tender #:

Description of Tender:

RELATION TO MTC EMPLOYEES/ MANAGEMENT/ DIRECTORS

I herewith declare that I have/am related – i.e. spouse (also fiancé or boyfriend/ girlfriend), parent, child, any other relation with the following MTC Employee(s)/ Member(s) of Management/ Board of Directors: *

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____

CONFIRMATION OF FACTUAL INFORMATION

I confirm by signing this declaration that, to the best of my knowledge, the statements made above are factual and accurate and that I have taken note of all the sections. *

Full Name:	Signature:	Date:
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* Please initial in each box where applicable.

PART C – PROJECT SPECIFIC TERMS OF REFERENCE

1. Technical Specifications:

1. GENERATOR

- Minimum Output Power Rating (KW) = 18 KW
- Cooling System = Oil Cooled/ Air Cooled
- Rated RPM = 1500
- No. of Cylinders = 3 (minimum)

2. ALTERNATOR

- Voltage = 400V, 3 Phase
- 20KVA @ Sea level
- Power Factor = 0.8
- Frequency = 50Hz

3. STARTER BATTERY

- 12V/60AH

4. FUEL TANK CAPACITY

- 500 Litres
- Mild Steel with minimum 1.6mm thickness.

5. CONTROLLER TYPE

- 12VDC input
- Remote monitoring
- Web based interface

6. ATS/CHANGE OVER SWITCHGEAR(All switchgear ABB/Schneider)

7. POWER SELECTOR BOARD(All switchgear ABB/Schneider)

8. AC STARTER BATTERY CHARGER

9. DUMMY LOADS (All switchgear ABB/Schneider)

10. ACCOUSTIC ENCLOSURE

Requirements in details

The generator must be encapsulated in a weatherproof sound attenuating enclosure.

The generator should be equipped with a controller, which is able to monitor the following functions:

- Battery voltage
- Engine alternator voltage
- Starting/ stopping of engine
- Emergency stop
- High/Low generator frequency
- High /Low generator voltage
- Generator over load
- Generator contactor failure
- Mains contactor failure
- Engine oil pressure
- Engine temperature
- Fuel level

The controller interface should be implemented with contactors, relays, etc.

These relays/contactors should be installed in such a manner as to activate the following alarms:

- Low oil pressure
- Engine start failure
- Low fuel warning 30% and engine cease at 10%
- Low battery warning
- Engine running
- Emergency stop activated
- Gen/mains contactor failure
- General generator alarm

11. COMPLIANCE STATEMENTS

Generator compliance statement

	Specification	Compliant	Not Compliant
1	20KVA capacity @ sea level		
2	3 Phase /400V Alternator		
3	Fuel Tank Capacity(500L)		
4	Cooling System(Oil or Air)		
5	Acoustic Enclosure as per ISO standards		
6	Horizontal Exhaust outlet		
7	Product Roadmap (Product manufacture & Product support)		
8	After Sales support & in country presence		

Controller compliance statement

	Specification	Compliant	Not Compliant
1	Remote Monitoring		
2	Web based interface		
3	ATS function		
4	Power Selector Board		
5	All switchgear should be ABB/Schneider		
6	All Functions & Alarms stipulated in 7.2 & 7.4 of the STS12 document		
7	Product Roadmap(Product manufacture & Product support)		
8	After Sales support & in country presence		

12. THE SITE LIST FOR INSTALLATION:

Site Name	Region	Coordinates
Arendsnes	Kavango West	S18.04186 E19.62464
Nkurenkuru	Kavango West	S17.62982 E18.60658
Divundu	Kavango East	S18.10331 E21.51050
Luderitz NBC	Karas	S26.64721 E15.15962
Oranjemund MGW	Karas	S28.55768 E16.42117
Tseiblaagte	Karas	S26.58416 E18.14992
Mahenene	Omusati	S17.45225 E14.79719
Onangalo	Omusati	S17.80205 E14.91627
Onhimbu	Omusati	S17.49498 E14.98513
Swakop Airport	Erongo	S22.66190 E14.56158
Ubasen	Erongo	S21.43912 E15.94265
Namibfontein	Erongo	S22.11192 E15.21512
Affenberg	Erongo	S21.91485 E15.90486
Rossinberg	Erongo	S25.31417 E16.65600
Trig Beacon	Erongo	S21.98274 E15.38229
Okakwa	Ohangwena	S17.56660 E15.91348
Bergquelle	Otjozondjupa	S22.05118 E16.95742

13. PRICE SHEET

Item	Description	Qty	Unit Price	Vat	Total
1	20KVA Standby Generator Set	17			
2	Installation Cost per Set	17			
3	Transportation Cost/km (Indicate a rate per KM)				
	4x4 Pick up Backie with Trailer	1			
	Truck with a Crane	1			
	Accomodation per person per/night (Indicate a rate)	1			
	TOTAL				

LEAD TIME FOR DELIVERY ----- **WEEKS**
LEAD TIME FOR INSTALLATION ----- **DAYS, PLEASE PROVIDE A PROJECT PLAN**

Notes:

- The tenderer must attach a full data sheet of the generator with all detailed information.
- The qualifications and CVs of the installers must be attached.
- The installation of the generators must be done in accordance to STS-12 where requirements are stipulated.
- The tenderer must provide all wiring drawings in accordance to STS-12 where requirements are stipulated.
- Generic drawings have been issued, STS12_Drawings and STS BTS Generator Installation are to guide in adapting your machine to the expected layout. MTC Technical team will engage with you once we get to the installation phase of project.
- Note: The Generator Tank is to be filled up for commissioning to ensure the tank is not leaking as stated in the STS.