



Institute of Accountancy Arusha

P.O. Box 2798 Njiro Hill ARUSHA Tanzania

Telephone: 255 27 254 9264 / 254 9405 / 254 9406,

Mobile: 0763462109/0716296096/0626981174

Fax 255 027 254 9421

Email: iaa@iaa.ac.tz

Website: www.iaa.ac.tz

INVITATION FOR TENDERS

Date: 22/10/2018.

1. This Invitation for Tenders follows the General Procurement Notice for this Project which appeared in Tanzania Procurement Journal Issue no. 29 dated July 17, 2018.
2. The Government of Tanzania has set aside funds for the operation of the Institute of Accountancy Arusha during the financial year 2018/19. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the listed tender/quotations here under.
3. The Institute of Accountancy Arusha now invites sealed tenders from eligible Suppliers, Service providers, and Contractors for provision of various services to Institute of Accountancy Arusha. Tendering will be conducted through the National Competitive Bidding procedures specified in the Public Procurement Regulations, 2013 - Government Notice No. 446 as amended in 2016, and is open to all Tenderers as defined in the Regulations.
4. Interested eligible Tenderers may obtain further information from and inspect the Tendering Documents at the office of the Secretary of IAA Tender Board, Room No 10 & 11 located on the Top Floor of the IAA Administration Block, Njiro Hill, P.O. Box 2798, Arusha from 08.00 to 16.00 hours local time on Mondays to Fridays inclusive except on public holidays as listed below:

S/N	Tender/Quotation Descriptions	Tender/Quotation Number	Tender/Quotation prices in TZS
1	Provision of Removal and Disposal of Waste Water -(Sewage Handling System Services)	PA/017/2018-19/HQ/ N /15	50,000
2	Provision of Security Services at Institute of Accountancy Arusha (Main Campus and it's Campuses)	PA/017/2018-19/HQ/N /25	50,000
3	Prequalification for Periodic Buildings Construction and Maintenance Services at Institute of Accountancy Arusha Main Campus and it's Campuses	PA/017/2018-19/HQ/ W/32	50,000

4	Prequalification for Periodic Repairs and Maintenance of the Institute of Accountancy Arusha Boreholes	PA/017/2018-19/HQ/ W/33	50,000
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5. A complete set of Tendering Document(s) in English and additional sets may be purchased by interested Tenderers on the submission of a written application to the address given under paragraph 5 above and upon payment of a non-refundable fee of Tanzania shillings fifty Thousand (50,000). Payment should be through depositing to the bank and present the deposit slip with application letter for purchasing Tendering Document(s) to; Rector, Institute of Accountancy Arusha, P.O. Box 2798, Arusha
6. Mode of Payment
 - o Pay by using 99410000022 as control number/reference number.
 - o Visit any of CRDB Bank, NMB Bank, or NBC Bank to pay. Upon your arrival at the bank, provide the control number to the teller to process your payment.
 - o You will be required to present the deposit slip to the Institute's in order to get receipt which will enable to buy Tender document at PMU office.
7. All tenders must be accompanied by a Tender Securing Declaration in the format provided in the Tendering Documents.
8. The site visit and pre-tender meeting shall be held on 29/10/2018 at Institute of Accountancy Arusha Main Campus located in Njiro area Arusha City; on 30/10/2018 at Babati Campus located at Babati Town in Manyara Region; and 31/10/2018 at Dar-es Salaam Campus located at quality plaza Nyerere road Dar es salaam at 10.00am in respective dates.
9. All tenders in one original plus two (2) copies, properly filled in, and enclosed in plain envelopes must be delivered to the following address, to the Secretary of Tender Board, Institute of Accountancy Arusha, Room No 10 & 11, located on the top floor of the Administration Block, Njiro Hill area, P.O. Box 2798 Arusha at or before 11.00am on Monday 05/11/2018. Tenders will be opened promptly thereafter in public and in the presence of Tenderers' representatives who choose to attend in the opening ceremony at the Institute of Accountancy Arusha Main Cafeteria, Njiro Hill.
10. Late Tenders, Portion of Tenders, Electronic Tenders, Tenders not received, Tenders not opened and not read out in public at the tender opening ceremony shall not be accepted for evaluation irrespective of the circumstances.

THE RECTOR

**INSTITUTE OF ACCOUNTANCY ARUSHA
P.O.BOX 2798, ARUSHA.
TANZANIA.**