

AFRICAN UNION

الاتحاد الأفريقي



UNION AFRICAINE

UNIÃO AFRICANA

AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES
P.O Box 6274 Arusha, Tanzania, Tel: +255 732 979506/9; Fax: +255 732 979503

Ref: AfCHPR/IPC/2017/23

Date: 14th February 2017

TO: ALL INTERESTED SERVICE PROVIDERS.

REQUEST FOR QUOTATIONS (RFQ)
PROVISION OF CATERING SERVICES

BACKGROUND:

The African Court on Human and Peoples' Rights (AfCHPR) whose headquarters is located in Arusha, Tanzania is an Organ of the African Union. In its effort to carry out its mandate, the Court would like to engage qualified and interested bidders to provide Catering Services during its Court Sessions. (See table overleaf for specifications), and hereby invites interested and qualified bidders to submit their priced quotations in Tanzanian Shillings.

TERMS AND CONDITIONS:

Interested Providers should submit their Request For Quotation by providing a priced offer for supply of the required service, and submit either by hand or email not later than 17:00hrs on 24th February 2017

The emails should bear the subject **"PROVISION OF CATERING SERVICES"** and should be addressed to the email address: procurement@african-court.org

Hand delivered envelopes should have the subject “**PROVISION OF CATERING SERVICES**” and should be addressed to:

**Procurement Office
African Court on Human and Peoples’ Rights
P.O. BOX 6274
Arusha, Tanzania**


The sealed envelopes should be deposited in the Tender Box at the Reception of the African Court offices situated at TANAPA, Mwalimu Julius Nyerere Conservancy Centre, Phase II, Dodoma Road.

You are hereby requested to make an offer only if you can provide the services within the terms and conditions stipulated.

The contract shall be awarded to the bidder who submits the best value for money, demonstrating an acceptable level of compliance with the specification and evaluation criteria as set out in the RFQ document.

The African Court on Human and Peoples’ Rights reserves the right to reject any offer without offering any reason thereto, to waive any defect or informality therein, and to award any Provider whose offer is deemed most advantageous to the Court without incurring any liability whatsoever to the losing Provider who may be adversely affected by such award or rejection.

The African Court assumes no obligation for whatever expenses or losses that may be incurred by any Provider in the preparation of the request for quotation, nor does it guarantee that an award shall be made.



DETAILS OF THE REQUIRED SERVICE/MENU

The service required is for 14 pax with the following proposed Menu:

1. TEA BREAK.

➤ Beverages

- Tea
- Coffee
- Milo
- Chocolate/Juice
- Fresh juice/Carrot

➤ Choice of snacks:

- Meat Samosa
- Vegetable Samosa
- Grilled beef sausage
- Chicken gizzards
- Toasted bread
- Boiled eggs

2. LUNCH

➤ Choice of two starches:

- Steam rice
- Vegetable rice
- Ugali
- Bananas
- Rosemary potatoes
- Roasted potatoes
- Arrow roots/Cassava
- Pilau
- Chapatti

➤ Choice of two/three meat dishes:

- Beef stew
- Chicken stew
- Grilled chicken
- Grilled beef
- Grilled fish
- Grilled goat
- Lamb
- Lamb curry.
- Beans

➤ Accompaniments:

- Seasonal vegetables
- Steamed vegetables
- Green vegetables
- Mixed salad/Green salad

- Desert
 - Kachumbali
 - Ice Cream
 - Mixed Fruits salad
 - Fruit platter
- Accompaniments
 - Mustard
 - Salt/Black paper
 - Crushed fresh chillies, Vinaigrette

MENU

Breakfast

Tea, Coffee or Milk
 Carrot/Fruit juice
 Boiled Egg
 Meat Samosa
 Toasted Bread
 Fruits

LUNCH

Vegetable Rice
 Rosemary Potato
 Ugali

Chicken stew
 Grilled Beef/Lamb
 Grilled Fish
 Beans

Seasonal Vegetables
 Mixed Salad/Green Salad

Fruit Platter
 Fruit Juices

MENU

Breakfast

Tea, Coffee, milo or Milk
 Fresh Juice
 Meat Samosas/vegetable samosa
 Toasted Bread
 Spanish Eggs
 Bacon
 Grilled Sausage
 Fruits

Lunch

Steamed Rice



Ugali

*Beef Stew
Grilled Chicken
Grilled Fish
Beans*

*Green vegetables
Seasonal Vegetables
Mixed Salad/Green Salad
Kachumbali*

*Ice Cream
Mixed Fruit Salad*

SPECIAL CONDITIONS:

Warranty/Guarantee of Goods	A guarantee for the services mentioned in the quote will be provided.
Language	The quotations shall be in English
Currency of quotations/offer	Offer must be submitted in Tanzania shillings
Award criteria for award of contract	The Contractor who offers the most competitive and technically compliant quote as per specifications and features stipulated above and that which meets the evaluation criteria will be offered the contract
Payments Terms	Payment will be made by Bank Transfer within 30 days upon receipt of invoices and certification of satisfactory completion of services by the African Court.
Request for clarification	Bidders requesting clarification of the items, technical requirements or conditions stipulated in this RFQ shall communicate in writing with the Court through the Procurement Officer of the Court Email: alex.mollel@african-court.org
Submission of Quotes	If by Hand delivered: to the Headquarters of African Court on Human and Peoples' Rights Offices situated at the Julius Nyerere Conservation Centre, Phase II, TANAPA building.

CONTRACT DURATION:

The total term of Contract Agreement will be only during 2017 Court Sessions. This period may be extended subject to the need of service and delivery of satisfactory services in accordance with African Union Procurement regulations.

Sincerely

Dr. Robert W. Eno
Registrar of the Court

