



Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security and National Solidarity Division)

Invitation for Bids (IFB)
Authorized under Section 16(1) of Public Procurement Act 2006

Renting of Office Space in the Region of Baie du Cap to accommodate Baie du Cap Social Security Office

MSS/OAB 03/2018-2019

The **Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security and National Solidarity Division)** intends to rent Office Space in the range of **75 m² to 80 m²** in the **Region of Baie du Cap** to accommodate the Baie du Cap Social Security Office for a duration of **2 years** and renewable on mutual agreement.

1. Bidders who possess Office Space which are more than **80 m²** may take part in the bidding exercise but are reminded that this Ministry will not lease office space more than **80 m²** which is its maximum requirement. Offers for Office Space which are less than **75 m²** will not be considered.
2. The proposed office space should be of reinforced concrete, **as more fully detailed in technical requirements in the bidding document**, within **a radius of approximately 200 meters to the nearest bus-stop** with easy access by the public, easy access for vehicles, toilet facilities, parking facilities, waiting area, essential amenities such as water, adequate lighting and power points.
3. **The Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security and National Solidarity Division)** requires that the Office Space with the necessary amenities is made available **within three months after the award of the contract**.
4. **Bid Form together with the detailed requirements of the Ministry are available** through any of the following modes:
 - (i) direct download from Public Procurement Portal:
publicprocurement.govmu.org
 - (ii) by post after making a request by calling on the phone numbers during office hours: **Tel: 207 0625 ext. 6624**

- (iii) by post after sending an application addressed to **Tendering Unit, 10th floor, Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security and National Solidarity Division), Renganaden Seeneevassen Building, Cnr Jules Koenig & Maillard Streets, Port Louis**
 - (iv) by calling personally at **Tendering Unit, 10th floor, Ministry of Social Security, National Solidarity and Environment and Sustainable Development (Social Security and National Solidarity Division), Renganaden Seeneevassen Building, Cnr Jules Koenig & Maillard Streets, Port Louis** for collection of forms
5. The duly completed bid form should be sealed in a single envelope, clearly marked with the Procurement Reference Number and the Bidder's name at the back of the envelope and addressed to **Ministry of Social Security, National Solidarity and Environment and Sustainable Development (Social Security and National Solidarity Division), Renganaden Seeneevassen Building Port Louis.**

The sealed envelope should be deposited in the Bid Box located at **12th Floor, Renganaden Seeneevassen Building, Cnr Jules Koenig & Maillard Streets, Port Louis** not later than **Wednesday 19 September 2018** up to **13 30 hours** (local time) at latest.

Quotations by mail or by courier and also if the size of the envelope cannot be inserted in the Bid Box should be submitted to the **Officer in Charge of the Registry, 12th Floor, Renganaden Seeneevassen Building, Cnr Jules Koenig & Maillard Streets, Port Louis** by the same date and time at latest.

Late quotations will be rejected and shall be returned unopened to the bidder concerned.

6. Bids will be opened in the Conference Room of the **Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security and National Solidarity Division)**, on the same day at **13 45 hours** in the presence of bidders/bidders' representatives who choose to attend.
7. The **Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security and National Solidarity Division)** reserves the right to:-
- (a) accept or reject any bid; and
 - (b) annul the bidding process and reject all bids at any time prior to contract award, without incurring any liability towards the bidder.

***R. Seeneevassen Building
Corner Jules Koenig & Maillard Streets
PORT LOUIS***

13 August 2018