



INVITATION TO BID

SUPPLY OF UNIFORM ITEMS

21 April 2025

1. The Bank of Mauritius (Bank) invites bids from eligible and qualified local bidders for the supply of Uniform Items for Bank Attendants/Drivers/Security Officers.

The technical specifications for the supply of Uniform Items are listed in Section 2 of the Invitation to Bid document.

2. Bidders shall be qualified and have the required experience for the supply of uniform items. In this respect, documentary evidences of the bidder's technical capacity shall be furnished as listed in Section 3 (i) of the Invitation to Bid document.
3. A pre-bid meeting shall be held on **5 May 2025 at 10.30 hrs** for prospective bidders to take cognizance of the scope of work. Prospective bidders are requested to confirm their attendance by emailing procurement@bom.mu not later than **14:30 hrs on 2 May 2025**.
4. A complete set of the bidding documents can be downloaded from the Bank's website at <https://www.bom.mu/procurement/notice-of-tender>.
5. Bids not conforming to the specifications and failing to provide the required details will be rejected. Late submission of bids will not be accepted.
6. Bids should be valid for a period of **one hundred and fifty (150) days** from date of submission.
7. The Bank may, during the evaluation period, request such additional information as it may require from tenderers.
8. Queries, if any, should be addressed to the Chairperson - Tender Committee at the following email address: tender.committee@bom.mu by **8 May 2025**. Responses to queries shall be published on the Bank's website by **13 May 2025**.
9. The bid shall be sent **electronically**, by email, from the email address of the authorised signatory of the bidder to tender.committee@bom.mu by **15.00hrs (local time) on 16 May 2025, at latest**.
10. The bid must be submitted as an attachment in the email sent by the authorised signatory. The name of the electronic file must be **"Supply of Uniform Items Bank Attendants/Drivers/Security Officers at the Bank of Mauritius"**.

11. The electronic documents should be encrypted with a strong password before being sent by email.

Encryption procedures:

- a. Open the document (Word, PDF, or ZIP).
- b. Apply encryption: i. For Word/PDF: Go to File > Protect Document > Encrypt with Password. ii. For ZIP: Use a secure compression tool and enable encryption.
- c. Use a strong password (min. 8 characters, mix of letters, numbers, symbols).
- d. Save the encrypted document securely.
- e. Send the password in a separate email from the document submission.
- f. Do not include the password in the document or submission email.
- g. Attach the encrypted document to the designated email.
- h. Confirm submission and notify the recipient of the password separately.

Failure to comply with the above submission formats may entail rejection of the bid

12. The Bank reserves the right to split the contract on an item basis and award the Contract to different Bidders

13. The Bank reserves the right to accept or reject any bid and to annul the bidding exercise and reject all bids without thereby incurring any liability to any bidder or any obligation to inform bidders of the grounds of its action.