

EXPRESSION OF INTEREST FOR THE PROVISION OF MULTIFUNCTION PRINTERS (MFPs) AND SECURE PRINT MANAGEMENT SYSTEM TO SAFARICOM ETHIOPIA

Safaricom Ethiopia is seeking the services of a supplier/s who will be able to provide Multifunction Printers (MFPs) and a secure Print Management System for print, scan, and copy services across all Safaricom Ethiopia Offices, Shops, Warehouses, and Retail outlets.

EOI REQUIREMENTS

Interested and capable service providers may submit their Expression of Interest by providing the information and documents listed below:

- At least three suitable client references (preferable in the service industry) for the provision of similar services in the Ethiopian Market
- Verifiable letter of authority or certificate of partnership with the MFPs Original Equipment Manufacturer.
- Verifiable letter of authority or certificate of partnership with the Print Management System company.
- Provide a company profile outlining your capabilities, human talent, skills, and capacity to offer the service.
- Proof of presence of similar services in regions across Ethiopia.
- Duly Completed statement of compliance (fully compliant, partially compliant, and non-compliance) to each of the below-listed requirements.

STATEMENT OF COMPLIANCE

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#	Item Description
A	Legal company Registration in Ethiopia
B	Registration with relevant authorities to deliver the service
C	A minimum of 3 years of experience in delivering the services required
D	Demonstrate the relevant experience in the services required and the value of current contracts and with whom
E	Details of the location of your premises within Ethiopia and contact details
F	Company Profile outlining the Director's names and Identity numbers to facilitate Due Diligence

SUBMISSION OF RESPONSES

Interested suppliers should submit their response to the following email addresses: bids@safaricom.et and copy myworkplaceservices@safaricom.et no later than Friday, May 13th, 2022, at time 5 PM (GMT+3)

- All submissions to email should be less than 20MB, and if larger should be shared on a google drive link.

NEXT STEPS

Once the responses are received the further process will follow the steps below;

- Review of submitted Expressions of Interest
- Prequalification of shortlisted suppliers
- Issuing of 'Request for Proposal' to prequalified suppliers

NOTE

- Only the suppliers who meet our minimum requirements will be considered for further discussions.
- No prices should be provided with this EOI.
- The receipt of response shall not bind Safaricom to any contractual agreements with the prospective bidder. Such arrangements shall only come in place once a tender process has been completed and an award issued to a successful bidder after technical and commercial evaluation.
- Any costs associated with the preparation and submission of the response to the EOI shall be borne by the EOI respondent.

NOTE

Safaricom Ethiopia reserves, at its sole discretion, the right to select or reject, either in totality or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged in, other than for informing the bidders of the outcome of the process. Safaricom Ethiopia and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the documents and information submitted in connection with this application.