INVITATION TO BID

BID REF NO: RD/CLEANING, HYGIENE & GARDENING SERVICES-001/2025

PROJECT NAME: PROVISION OF CLEANING, HYGIENE AND GARDENING SERVICES FOR ROADS DIRECTORATE TRAINING CENTRE

1.1 The Roads Directorate intends to apply part of its budgetary allocation to fund eligible Payments under the contract for **RD/CLEANING, HYGIENE AND GARDENING SERVICES-001/2025,** towards the realization of the above cited project.

BRIEF DESCRIPTION OF GOODS:

PROVISION OF CLEANING, HYGIENE AND GARDENING SERVICES FOR ROADS DIRECTORATE TRAINING CENTRE OFFICES

1.2 The Roads Directorate invites sealed bids from eligible Bidders in and outside Lesotho for **Provision of Cleaning, Hygiene and Gardening Services for Roads Directorate Training Centre Offices**

1.3 Interested eligible Bidders may obtain further information from and inspect the Bid documents at the following address and office during normal working hours (08:00AM and 16:30PM);

The Procurement Manager

Postal Address
Roads Directorate
P.O. Box 194
MASERU – 100
Tel: (266) 22229000/52229000

Email Addresntlhakanam@rd.org.ls/;mahiritonaf@rd.org.ls/marek@rd.org.ls

Physical Address
Procurement Section, Ground Floor (Room G11)
Roads Directorate
Corner Senate and Lepoqo Roads
Industrial Area (Opposite Browns Wholesalers)

A complete set of Bid Documents may be obtained by interested Bidders upon payment of non-refundable fees of **Three Thousand Maloti Only (M3000.00)** in a cash or Bankers Cheque payable to Roads Directorate, Nedbank Lesotho, Operating Revenue, Account No: 021000067633.

1.4 **All Suppliers Should Submit Recent Financial Statements of 3yrs (between years 2022 to 2024)**. All suppliers to the Lesotho Government are expected to be in compliance with their tax obligations. They should therefore attach copies of **valid Tax Clearance Certificates, valid copies of Traders License/Registration Certificate**, all certified at source. **A proven track record on the Provision of Cleaning, Hygiene and Gardening Services is required. Please see the Submission Details in the Tender Document under Section III - Scope of Services and Performance Specifications.**

1.5 There will be a compulsory pre-bid meeting to be held at Roads Directorate offices on Thursday, 11th February 2025 at 10:00am at the Roads Directorate Berea Training centre offices.

1.6 Prices quoted should be net inclusive of all taxes and delivery must be in Lesotho Maloti and shall remain valid for 90 days from the closing date of the Bid.

1.7 Bidding Documents must be accompanied by a **Bid Security of Five Thousand Maloti (M5,000.00)** in the form of a Banker's Cheque/Bank Guarantee Cheque addressed to "Roads Directorate" which must be attached.

1.9 Completed Bid documents comprising One (1) Original and Two (2) copies and One (1) Memory Stick of the Technical combined with the Financial Proposal, are to be enclosed in plain sealed envelopes bearing no identification of the Bidder and marked as follows; "Provision of Cleaning, Hygiene and Gardening Services for Roads Directorate Headquarters, TY Training Centre, Regional Offices and Districts' Offices" must be deposited in the Bid Box at **Ground Floor, Roads Directorate, Corner Senate and Lepoqo Roads** and addressed to Roads Directorate at the above address.

Tenders have to be received on or before **12 Noon, Thursday 6th March 2025.** Late Bids will be rejected.

Bids will be opened the same day at **14:30hrs** by the Roads Directorate's Tender Board, in the presence of the Bidders or their representatives who choose to attend.