



## **OPEN BID**

**DIGICEL HAITI**

**40 UNITS OF MON CASH KIOSK AT CANAAN HAITI**

Closing Date and Time: **12<sup>th</sup> JANUARY 2017 at 4:30 PM**

Contact(s): **NAME : Joel Latour**

**TITLE : Procurement Manager**

**Phone : 509-3700-7796**

**e-mail : Joel.latour@digicelgroup.com**

## **SECTION A: GENERAL INFORMATION**

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### **1. Introduction**

Digicel Haiti requires the bidder to kindly quote for the construction of 40 Kiosk on site (Canaan) made out of Prefabricated blocks or concrete as per Scope of works in attachment.

### **2. Terms and Conditions**

#### **2.1. Communication and Confidentiality**

It is important to us that you understand our requirements. Any items requiring clarification or any questions relating to the RFP are encouraged by e-mail:

Commercial / Tender Queries:

**Name:** Joel Latour  
**Title:** Procurement  
**Phone:** 509-3700-7796  
**Email:** Joel.latour@digicelgroup.com

#### **2.2. Alternative Proposals**

Whilst meeting the requirements of this RFP is the priority, any creative or innovative solutions are encouraged. These should be included in addition to your original proposal.

#### **2.3. No Obligation**

This RFP is issued solely to elicit responses to our requirements. No contract or other binding obligation on Digicel will be implied as a result of this process.

#### **2.4. Contractual Term**

Kiosks will be contracted in lots of 10. Winning bidder will be awarded contract for all 40.

However, 10 will need to be completed prior to the contract being awarded for the next 10 and so on.

#### **2.5 Disclaimer**

While all reasonable care has been taken in compiling this RFP document and the figures, documents and details are presented in good faith, no warranty or guarantee (express or implied) is given as to the completeness or accuracy of the document or any information provided in connection with it.

All costs for preparing and submitting this RFP are to be borne by the Respondent.

## **2.6 Environmental Requirement**

See the Annexe.

## **2.5. Validity**

All responses must remain valid for a period of not less than 90 days from the closing date.

### **2.5 A -Submitting your Response**

The Respondent is encouraged to provide as complete a response as possible.

Bids can be submitted in a sealed envelope to the following address or by email:

151, Ave Jean-Paul II, Angle Impasse Duverger, Turgeau

Port-au-Prince, Haiti (West Indies), HT6113

[Joel.latour@digicelgroup.com](mailto:Joel.latour@digicelgroup.com)

Responses must be submitted before the closing date and time as per the front page of this RFP. Proposals after this may be considered late, which may result in the Proposal not being considered.

## **2.6. Overview of the Evaluation Process**

In evaluating proposals submitted pursuant to this request, the procurement committee places high Value on the following factors, not necessarily in order of importance:

1. Legal documentation to be submitted (Carte d'immatriculation Fiscale, Quitus, Patente).
2. Firm Profile: describe the exact profile (size, experience, personal, assets, etc.).
3. Compliance with CUCD attached bonding policy is required. Warranty period for kiosks should be 6 months
4. Use of Labour from Canaan for unskilled works
5. Price/cost
6. Payment Terms

We appreciate the considerable amount of time and effort that you may allocate to this process and would like to thank you in advance.