



## INVITATION TO TENDER

Suitably qualified, experienced and fully registered **Citizen owned entities (More than 50% Citizen Ownership)** are hereby invited to tender for the following services to Debswana Diamond Company (Pty) Ltd at Orapa Mines:

### **Doc677285947 – RFP Inspection, Testing and Maintenance of Uninterruptible Power Supply Systems at Orapa, Letlhakane and Damtshaa Mines.**

#### **Brief**

Debswana requires the minimum of the following Maintenance activities of UPS systems:

- Integrity of electrical installation
- Cooling airflow system
- Rectifier operation and calibration
- Inverter operation and calibration
- Bypass switch operation
- Battery status
- Load characteristics
- Integrity of alarm and monitoring systems
- Operation of all installed options
- Replacement of faulty units as authorized by the client
- Operating environment conditions (Cleaning of UPS rooms and/or cabinets)
- Detailed report submission upon ITM (inspection, testing and maintenance) of UPS conditions complete with checklists
- ITM as a minimum is required to follow OEM maintenance and/or service procedures, changes to the procedure will require authorization by the client
- Quarterly Service meetings – the **Business Partner** to hold Quarterly Service meetings with the Electrical Asset management engineer and/or his delegates to implement corrective actions and cost saving programs.
- Documenting – the **Business Partner** shall implement an accurate and auditable documentary system to track the full history of serviced UPS systems. This information shall be made available to Orapa, Letlhakane and Damtshaa Mine management on request.
- Quarterly Site Visits & Full Maintenance Report – the **Business Partner** shall produce a report for every quarter not later than 1 week after the services have been rendered.

The proposed contract shall run for A period of 1(One) year on fixed rate basis. The Contractor shall be expected to conform to **IEC 62040** and all other applicable laws and guidelines regarding UPS Systems, as well as conformance to Debswana standards and procedures, including COVID-19 regulations.

#### **Pre-Bid Meeting:**

Prospective tenderers are required to attend a Compulsory Pre-Bid Meeting in order to get more clarity on the scope of services and the conditions under which the services are to be executed. Tenderers will also have an opportunity to ask questions on the scope of services.

Owing to the on-going COVID-19, pandemic, the Pre-Bid Meeting will be conducted via Microsoft Teams® platform in lieu of Site Visits. The invitation to participate in the Pre-Bid meeting will be sent to bidders who have registered their interest to participate as per instructions below. The details of the Pre-Bid Meeting are as follows:

Date: 30<sup>th</sup> June 2021  
 Time: 14:00 – 1500 hrs  
 Venue: Online through Microsoft Teams ® Meeting

#### **Tendering on Ariba**

Debswana has adopted SAP Ariba – an online bidding and supplier management solution for all its tendering and supplier registration requirements. . There is no requirement to purchase the Tender document. Please Contact Mr. Oteng Chelane at [OChelane@debswana.bw](mailto:OChelane@debswana.bw), Telephone 3648008 specifically for supplier registration on SAP Ariba Platform and Mr Oteng Aboneng at [OAboneng@debswana.bw](mailto:OAboneng@debswana.bw), Cellphone +267 7142 3342 for support around SAP ARIBA Platform.

Interested tenderers who wish to participate in the tender should follow the Steps in Part 2 and/or Part 1.

Tenderers who are already registered with Debswana on SAP Ariba should just register their interest on the RFP as per instructions on Part 2 below. Those not registered as Debswana Suppliers on SAP Ariba platform will need to complete the following steps in Part 1 & 2.

#### **Part 1: Registering as a vendor on SAP Ariba**

To participate in any event on SAP Ariba, a supplier will need to be registered on SAP Ariba and have a valid SAP Ariba Network Supplier account and profile by following the steps below:

1. Go to Debswana SAP Ariba self-registration page:  
<https://s1-eu.ariba.com/Sourcing/Main/ad/selfRegistration/?realm=debswana>
2. Initiate Account creation
3. Complete account registration
4. Once you have SAP Ariba Network Supplier Account and access credentials, proceed to Part 2 below:

#### **Part 2: Indicating Interest to Participate in the RFP (for Ariba Registered Suppliers)**

1. Register your interest by sending an email to Oteng Aboneng at [OAboneng@debswana.bw](mailto:OAboneng@debswana.bw) before **12noon on Wednesday 23<sup>rd</sup> June 2021** as follows:
  - i. Subject of the Email should be “**Doc677285947 – RFP Inspection, Testing and Maintenance of Uninterruptible Power Supply Systems at Orapa, Letlhakane and Damtshaa Mines – Expression of Interest**”
  - ii. State Name of the Company as registered in Part 1 above.
  - iii. State Name of contact persons
  - iv. State Contact Details of the Contact person (i.e. phone numbers, email address, postal & physical address)
2. Debswana will then invite you to participate in the RFP.
3. Once invited by Debswana, you will receive an email notification from SAP Ariba that you have been invited to participate in the RFP
4. Respond to the RFP and submit through SAP Ariba platform

#### **Submission**

Tenderers are required to submit their respective bids on or before the **21 July 2021 at 12 noon** through the Debswana SAP Ariba platform as per the instructions to be provided.

Tenders received via telephone, telex, email or facsimile will not be considered. Debswana reserves the right to accept or reject any tender and does not bind itself to accept the lowest or any portion of any tender.

For any enquiries please contact Oteng Aboneng at – Tel: +267 7142 3342 or e-mail: [OAbonenge@debswana.bw](mailto:OAbonenge@debswana.bw)

This tender notice can also be viewed at <http://www.debswana.com/Supply-Chain/Pages/Current-Public-Tenders.aspx>