

AFRICAN UNION

الاتحاد الأفريقي



UNION AFRICAINE

UNIÃO AFRICANA

AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES
P.O Box 6274 Arusha, Tanzania, Tel: +255 732 979506/9; Fax: +255 732 979503

Ref: AfCHPR/PTS/2018/54

Date: 28 March 2018

TO: ALL INTERESTED SUPPLIERS

REQUEST FOR QUOTATIONS (RFQ) FOR THE PROCUREMENT OF ERGONOMIC OFFICE CHAIRS

BACKGROUND:

The African Court on Human and Peoples' Rights (AfCHPR) whose headquarters is located in Arusha, Tanzania is an Organ of the African Union. In its effort to carry out its mandate, the Court would like to purchase Ergonomic Office chairs (see table below for specification), and hereby invites interested and qualified Suppliers to submit their priced quotations.

TERMS AND CONDITIONS:

Interested suppliers should submit their Request for Quotation by providing a priced offer for supply the required items.

This should be submitted by either sealed envelope or email not later than 17:00hrs on 13 April 2018

The correspondences should bear the subject "**THE PROCUREMENT OF ERGONOMIC OFFICE CHAIRS**" and should be addressed and sent to the following email address:

Procurement@african-court.org

Or to the Court's address:

**The Registrar,
African Court on Human and Peoples' Rights
P.O. BOX 6274
Arusha, Tanzania**

You are hereby requested to make an offer only if you can supply the items within the terms and conditions stipulated, and within the prescribed dates.

The African Court on Human and Peoples' Rights will not in any way be obliged to accept the lowest priced quotation, or any low prices as quality of the items supplied shall be one of the major considerations.

The African Court on Human and Peoples' Rights reserves the right to reject any offer without offering any reason thereto, to waive any defect or informality therein, and to award any Supplier whose offer is deemed most advantageous to the Court without incurring any liability whatsoever to the losing Supplier who may be adversely affected by such award or rejection.

The Court assumes no obligation for whatever expenses or losses that may be incurred by any Supplier in the preparation of the request for quotation, nor does it guarantee that an award shall be made.

DETAILS OF THE REQUIRED SPECIFICATIONS

1. The chair base must be a five-point unit with casters that will roll across carpeted floors without pulling the carpet into the caster housing. The casters should be large enough to require a minimum effort to move the chair. The roller casters should be removable and capable of being replaced.
2. The seat pan must be adjustable for forward and backward tilt angle independent of lumbar support adjustment.
3. The forward leading edge of the seat pan must cascade to a rounded edge that has a downward sloping angle, and shall have a concave contour for even weight distribution.
4. The entire upper chair assembly must be capable of 360-degree rotation.
5. The backrest must be contoured to provide lumbar support and be adjustable for height and for angles ranging from behind the vertical to forward of the vertical position. The height adjustment may be achieved with one gross adjustment or with a combination of adjustment mechanisms.
6. Arm supports must be adjustable for height. The armrest should be easily adjustable without the use of tools.
7. All adjustment mechanisms must be readily operable and within easy reach of the chair user. Adjustments must be capable of being accomplished without the use of tools. It is preferred that adjustment mechanisms be provided with labels as to their function;

DEMONSTRATION:

After completion of the evaluation process, the chosen supplier will be required to bring a sample to the African Court's office before the award of the contract.

OTHER CONSIDERATIONS:

Providing pictures will be required and the supplier may submit one or more quotations for different models.

LOCATION OF DELIVERY:

The Headquarters of the African Court on Human and Peoples' Rights, situated at TANAPA, Mwalimu Julius Nyerere Conservancy Centre, Phase II, Dodoma Road.

FINANCIAL INFORMATION:

Suppliers' should provide a separate quotation for the transportation or delivery charges for the items to the Court, if any. Supplies should also indicate actual time of delivery of the items.

Sincerely,

Dr. Robert W. Eno
Registrar of the Court

