

AFRICAN UNION  
الاتحاد الأفريقي  
UNIÓN AFRICANA



UNION AFRICAINE  
UNIÃO AFRICANA  
UMOJA WA AFRIKA

**AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS  
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES**

P.O. Box 6274 Arusha, Tanzania – Telephone: +255 272 510 510  
Website: [www.african-court.org](http://www.african-court.org) / Email: [registrar@african-court.org](mailto:registrar@african-court.org)

# **REQUEST FOR BIDS**

## **Provision of Internet and Web Hosting Services**

**Procurement Number:** AFCHPR/PTS/202/069

Date of issue: 30 May 2025  
Submission deadline: 29 June 2025  
at 1800 hours Arusha, Tanzania local time

**Table of Contents**

<b>Section I. Request for Bids</b>	<b>3</b>
<b>Section II: Bidding Procedures</b>	<b>4</b>
<b>Bid Submission Sheet</b>	<b>6</b>
<b>Section III: Statement of Requirements</b>	<b>8</b>
<b>Scope of Services</b>	<b>8</b>
<b>Bill of Quantities for Unit Price Contracts</b>	<b>11</b>

**Section I: Request for Bids**

---

## **Section I. Request for Bids**

30 May 2025

Dear Sirs,

**Ref: Request for Bids for Provision of Internet and Web Hosting to the African Court on Human and Peoples' Rights**

1. The Employer indicated above invites your bid for the subject Services. This procurement process will be conducted in accordance with the Procurement of Services under Restricted Bidding procedures in accordance with the Financial Regulations and Procurement Procedures of the African Union, and the procedures described in Section II: Bidding Procedures.
2. The Services required are described in detail in Section III - Statement of Requirements. Any resulting contract shall be subject to the terms and conditions detailed in Section IV: Contract. The deadline for submission of bids is 29 June 2025 at 1800hrs Arusha local time. Late submissions will be rejected.
3. Bidders may request for clarifications no less than 7 days from the deadline for submission, from **The Chairperson, Internal Procurement Committee, African Court**, Email [procurement@african-court.org](mailto:procurement@african-court.org)
4. Bids in sealed envelopes must be submitted to: **The Chairperson, Internal Procurement Committee, The African Court on Human and Peoples' Rights, P.O. Box 6274, Arusha, Tanzania**, Email: [tender@african-court.org](mailto:tender@african-court.org)
5. Please prepare and submit your bid in accordance with the instruction in Section II: Bidding Procedures.

Yours sincerely,

DocuSigned by:  
  
0D9CF7C274294F2...

---

**Dr. Robert Eno**  
**Registrar of the Court**

May 2025

## Section II: Bidding Procedures

**Preparation of Bids:** You are advised to carefully read the complete Bidding Document, including the Contract Data in Section IV. Contract, before preparing your bid.

**Documents Comprising the Bid:** You are requested to Bid for the Services by completing, signing and returning:

1. the Bid Submission Sheet in this Section II;
2. the Bill of Quantity **or** the Activity Schedule provided in Section III;
3. the documents evidencing your eligibility, as listed below;

**Eligibility Criteria:** Bidders are required to meet the following criteria to be eligible to participate in the procurement:

1. have the legal capacity to enter into a contract;
2. not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
3. not have had business activities suspended by any national authority;
4. have fulfilled any obligations to pay taxes and social security contributions within the Country specified for to provide the Services;
5. not to have any conflict of interest in relation to this procurement requirement; and
6. not subject to suspension by the African Union.

**Documents Evidencing Eligibility:** You are requested to submit copies of the following documents as evidence of your eligibility:

1. valid trading licence or equivalent;
2. valid certificate of registration or equivalent;
3. current tax clearance certificate.

**Technical Requirements:** The Services are defined in Section III, Statement of Requirements.

**Bid Prices:** In completing the Bid Form, the Bidder shall note in particular the provisions of Clause 22 of the Conditions of Contract in respect of Taxes and Duties. Prices should be quoted excluding sales or value added tax and any other duties or taxes on major equipment, materials, fittings and fixtures that are subject to the African Union exemption on payment of duties and taxes. The whole cost of providing the services shall be included in the items stated and the cost of any incidental works shall deemed to be included in the prices quoted.

**Currency:** Bids must be priced in Tanzanian Shilling, and all payments shall be made in the currency of the Bid.

**Validity of Bids:** The bid validity required is 90 days after the deadline for bids.

**Sealing and marking of Bids:** Bids should be sealed in a single envelope, clearly marked with the Procurement Number above. Envelopes should be sealed in such a manner that opening and resealing cannot be achieved undetected. This provision does not apply to bids submitted by email.

**Submission of Bids:** Bids should be submitted to the address below, no later than the date and time of the deadline below. Bids received after the deadline will be rejected.

Date of deadline: 29 June 2025.

Time of deadline: 1800 hours (Arusha Time) hours local time.

Address: **The African Court on Human and Peoples' Rights, P.O. Box 6274, Arusha, Tanzania. Email [tender@african-court.org](mailto:tender@african-court.org)**

**Opening of Bids:** Bids will be opened by the Employer after the deadline. Bidders' representatives may obtain a copy of the Record of Bid Opening on application.

**Evaluation of Bids:** The evaluation of bids will use the following methodology:

1. Preliminary examination to determine eligibility (as defined below) and administrative compliance to this Request for Bids on a pass/fail basis;
2. Detailed evaluation to determine commercial and technical responsiveness;
3. Financial comparison to determine the evaluated price of bids and to determine the lowest evaluated cost bid. Any arithmetic errors in a bid will be corrected by the Employer as follows:
  - (a) where there is a discrepancy between the amounts in figures and in words, the amount in words will govern;
  - (b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern, unless in the opinion of the Employer there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted will govern, and the unit rate will be corrected.
  - (c) The amount stated in the Bid will be adjusted by the Employer in accordance with the above procedure for the correction of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected.

Bids failing any stage will be eliminated and not considered in subsequent stages.

**Lowest Evaluated Cost Bid:** The lowest evaluated cost bid shall be the lowest priced bid, which is eligible and substantially responsive to the commercial and technical requirements of the Employer and shall be recommended for award of contract.

**Award of contract:** Award of contract shall be by placement of a contract in accordance with Section IV: Contract, Section VI: General Conditions of Contract and Section VII: Special Conditions of Contract.

**Right to Reject:** The Employer reserves the right to accept or reject any bid or to cancel the bidding process and reject all bids at any time prior to contract award.

**Advance Payments:** Any advance payment required by a Supplier and agreed by the Employer, will not be made until an Advance Payment Security in the format attached is received by the Employer

## Bid Submission Sheet

*{Complete this form with all the requested details and submit it as the first page of your bid. Ensure that your bid is authorised in the signature block below. If any documentation is attached, a signature and authorisation on this form will confirm that the terms and conditions of this bidding document prevail over any attachments. If your bid is not authorised, it may be rejected.}*

Bid Addressed to (Employer):	<b>The African Court on Human and Peoples' Rights, P.O. Box 6274, Arusha, Tanzania</b>
Date of Bid:	
Procurement Number:	
Subject of Procurement:	

We offer to provide the Services detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Bids referenced above.

We confirm that we are eligible to participate in procurement and meet the eligibility criteria specified in Section II: Bid Procedures of your Request for Bids.

The validity period of our bid is: \_\_\_\_\_ days/weeks/months from the time and date of the submission deadline.

We confirm that the rates quoted in the Bills of Quantities [**or** prices in the Activity Schedule] are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
[signature]

\_\_\_\_\_  
[in the capacity of]

Duly authorised to sign Bid for and on behalf of \_\_\_\_\_

---

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

## Section III: Statement of Requirements

### Scope of Services

#### 1. The Court requires Internet services as follows;

##### i. **SITE I:** African Court Headquarters

Location: Julius Nyerere Conservation Phase II, Dodoma Road, Arusha, Tanzania.

Requirements: A hundred (100) megabytes per second dedicated bandwidth.

Connection: Fibre optic

##### ii. **SITE II:** African Court President's Residence

Location : PPF Oloirien Premises Arusha, Tanzania

Requirements: Ten (10) Megabytes per second dedicated bandwidth.

Connection: Microwave broadband / Fibre Optic

##### iii. **SITE III:** AfCHPR Registrar's Residence

Location : PPF Oloirien Premises Arusha, Tanzania

Requirements: Ten (10) Megabytes per second dedicated bandwidth.

Connection: Microwave broadband / Fibre Optic

#### 2. The Web Hosting Service should be able to provide for the following:

##### CORE HOSTING ENVIRONMENT

- Server Type: Shared, VPS, or Dedicated (depending on vendor's offer and performance guarantees)
- Operating System: Linux-based (e.g., Cloud Linux, Alma Linux, or CentOS)
- Control Panel: cPanel/WHM with multi-account support (WHM access required)
- Storage Capacity: Minimum 250 GB SSD storage with RAID redundancy
- Bandwidth: Unlimited or minimum 5 TB/month
- Uptime Guarantee: 99.9% minimum
- Web Servers Supported: Apache, NGINX or LiteSpeed (preferred for performance)

##### APPLICATION SUPPORT

- PHP: Support for multiple PHP versions (PHP 7.2 to PHP 8.3) with the ability to assign different versions per domain, subdomain, or folder
- Node.js: Full support for Node.js (latest LTS and stable versions) with the ability to host multiple apps using different ports or reverse proxies
- Databases:
  - MySQL / MariaDB (latest stable versions)
  - phpMyAdmin for web-based DB management



- File Access: Full FTP/SFTP access for all accounts and subdomains

#### **DOMAIN MANAGEMENT**

- Primary Domain Hosting
- Unlimited Subdomain Creation
- Ability to route different subdomains to specific applications or folders
- DNS Management via cPanel or hosting dashboard

#### **SECURITY REQUIREMENTS**

- Free SSL Certificates (Let's Encrypt or AutoSSL for all domains and subdomains)
- Web Application Firewall (WAF) integrated or configurable (e.g., Imunify360 or MoD Security)
- Malware Scanning and Reporting:
  - Integrated security application to perform automated and manual scans
  - Email alerts and reporting dashboards for detected threats
  - Application isolation and real-time monitoring
- Brute Force Protection, IP Whitelisting/Blocking, SSH Access Control

#### **BACKUP AND DISASTER RECOVERY**

- Automated Daily Backups of:
  - Entire file system
  - All MySQL/MariaDB databases
- Backup Retention Period: Minimum 14 days
- One-click Restore option available directly in cPanel
- Offsite backup storage preferred

#### **ACCESS CONTROL AND USER MANAGEMENT**

- Multi-user access: Ability to create and manage multiple cPanel users with granular permissions
- Admin-level account to oversee all hosting activities
- Role-based access (e.g., developer access, database-only access)

#### **PERFORMANCE AND OPTIMIZATION**

- Caching Support: OPCache, Redis, Memcached (if available)
- CDN Compatibility: Integration with Cloudflare or other CDNs
- Resource Monitoring Tools: CPU, RAM, I/O usage statistics
- Composer and npm/yarn pre-installed for PHP/Node.js dependency management

#### **ADDITIONAL SERVICES**

- 24/7 Technical Support (ticket, email, live chat)
- Migration Assistance for existing websites and applications
- Detailed Usage Reports (monthly)
- Service Level Agreement (SLA) to outline uptime, support response times, and maintenance windows

#### **DELIVERABLES**

- Fully operational hosting account with cPanel and WHM access
- Configured environment for PHP and Node.js applications
- Subdomains and SSL set up
- Access credentials for FTP, cPanel, WHM
- Security tools configured and operational
- Backup and restore system tested
- Documentation for system use and maintenance

### 3. MINIMUM REQUIREMENTS

- i. The Provider shall ensure 24/7 connectivity to all designated sites, with a minimum guaranteed availability of 98% for the stipulated bandwidth at each site.
- ii. The Provider shall offer online traffic monitoring tools, granting access rights to the African Court's IT Specialist. In addition, the Provider must submit a weekly traffic usage and performance report to the African Court IT Department.
- iii. The Provider shall maintain a 24/7 technical helpdesk, accessible via phone, email or on-site support, depending on the severity of the issue. At least two (2) dedicated support engineers must be assigned to the African Court, with full contact details provided.
- iv. Scheduled maintenance shall only be carried out during off-peak hours (5:00 PM – 6:00 AM). The Provider must notify the Court at least 48 hours prior to any planned downtime. Ideally, such notifications should be made 1 to 2 weeks in advance.
- v. The network architecture must ensure site independence, such that failure at one location does not impact connectivity or services at the other sites.

The African Court's email services are hosted on Microsoft Office 365. The Court's websites are hosted externally (outside the Court premises). Accordingly, the selected service provider shall assist in a seamless transition from the current Internet Service Provider (ISP), including:

- Coordinating the migration of DNS records such as A (Host), MX (Mail Exchanger), PTR (Pointer), and other necessary entries.
- Ensuring no disruption to existing Office 365 email services during the transition.
- Supporting the migration of hosted database services if required.

Bill of Quantities for Unit Price Contracts

Procurement Number: \_\_\_\_\_

{Complete the unit and total prices for each item listed below. Authorise the prices quoted in the signature block below.}

Item No	Item Description	Unit of Measure	Quantity	Unit Price & Currency	Total Price & Currency
				Total Price before VAT	
				VAT 18%	
				Total Price after VAT	

Authorised By:

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_  
(DD/MM/YY)

Authorised for and on behalf of:

Company: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_