

OPEN UNIVERSITY OF MAURITIUS

PROCUREMENT NOTICE

(Authorised under Section 16 of the Public Procurement Act 2006)

INVITATION FOR BIDS

Renting of Space in the Region of Ebene, Réduit, Moka, Rose Hill or Curepipe to accommodate classrooms for running of courses and educational activities

The Open University of Mauritius (OU), operating under the aegis of the Ministry of Education and Human Resources, Tertiary Education and Scientific Research intends to rent a space in the range of **3,500 m² to 4,000 m²** to accommodate classrooms for running of courses and educational activities for a period of **three (3) years** as from the date of taking over of the building and renewable on mutual agreement .The building should be complete with amenities such as partitions, power points, data points, air conditioning etc .

1. **Prospective owners of building are invited for a meeting to be held in Committee Room at Open University of Mauritius premises, Réduit on 15 July 2019 at 10h00.** The purpose of the meeting is to expose the general requirements of the Open University of Mauritius to prospective bidders and to assess the potential of the market which will in turn enable the public body to finalise the particulars of its requirements with a view to enhancing competition and obtaining value for money.
2. Bidding documents will be available by downloading free of charge from the public procurement portal: ***publicprocurement.govmu.org***. Amendments, if any, to the bidding documents prior to the deadline for submission of bids will be forwarded simultaneously to all prospective bidders who have received the documents directly from Open University of Mauritius.
3. Bids shall be submitted in a two stages and two envelope- procedure, that is,
 - (a) At the first stage, bidders will be required to submit a Technical Proposal and a Financial Proposal in two separate envelopes; only the technical offers will be opened and analysed to retain those proposals that meet the requirements of the OU or may be made to meet the requirements with minor changes. Those which are totally outside the scope of the requirements or are otherwise not responsive shall not be retained for further consideration.
 - (b) At the second stage, bidders whose bids have been retained following the first stage will be invited to submit the agreed changes to be brought to the Technical Proposal together with a supplementary to the Financial Proposal by a set time and date. The bids received at the second stage as well as the Financial Proposal received at the first stage will be opened simultaneously in the presence of the bidders or their representatives if they choose to attend.
4. Bids containing the Technical Proposal and Financial Proposal in a sealed envelope for the first stage shall be deposited at the designated bid box at Open University of Mauritius at the address specified below:

Attention: The Chairperson
Address: Departmental Bid Committee
Open University of Mauritius
REDUIT
Floor-Room number: 3rd Floor, North Wing
City: Réduit 80835
Country: Republic of Mauritius

not later than **Monday 5 August 2019** up to **14.00 hours (local time)** at latest.

The cover of the envelope should contain the following information - **Bid Reference Number: OU/OAB/1/19-20**, the closing date for submission and name of the Bidder. All bids should be duly signed and stamped. **Bids that are not duly signed, as well as late bids will be disqualified automatically.**

5. The envelope containing the Technical Proposals will be opened in the presence of Bidders' Representatives, who choose to attend the Bid Opening on **Monday 5 August 2019 at 14.00 hours local time at the Open University of Mauritius** in the Committee Room, 3rd Floor- North Wing Building, Réduit. The envelope containing the Financial Proposal shall be kept **unopened and secured** for onward processing.
6. The Open University of Mauritius reserves the right:
 - (a) to accept or reject any bid or
 - (b) to annul the bidding process and reject all bids at any time prior to award of contract without hereby incurring
 - (i) any liability towards any bidder or
 - (ii) any obligation to inform any bidder of the grounds for its action.

Open University of Mauritius
Réduit
3 July 2019