



African Commission on Nuclear Energy

Building 6. Princeton Office Park, 8 Olievenhoutbosch Street,
Highveld Techno Park, Centurion, Pretoria South Africa, 0157

Request for Bids

Ref: AFCON/PROC/006/26

1. BACKGROUND

The Treaty of Pelindaba established the African Commission on Nuclear Energy (AFCON) to ensure compliance by States Parties with their obligations under the Treaty. AFCON promotes the peaceful application of nuclear science and technology in Africa and supports States Parties in key sectors, including health, agriculture, and energy. AFCON also participates in regional and global initiatives related to disarmament and non-proliferation.

AFCON Headquarters is located at Building 6, Princeton Office Park, Highveld Techno Park, Centurion, Pretoria, South Africa.

PART I: INVITATION TO BID

The African Commission on Nuclear Energy (AFCON) hereby invites sealed bids from eligible and qualified contractors for the execution of office renovation and refurbishment works at the AFCON premises, as specified in this Request for Bids (RFB) and its annexes.

PART II: INSTRUCTIONS TO BIDDERS (ITB)

2. Scope of the Works

The works comprise office renovation and refurbishment activities, including demolition, partitioning, flooring, ceiling works, door relocation and installation, security door installation, boardroom and reception refurbishment, finishing works, and all associated incidental works, as detailed in Annex 1: Bill of Quantities and Technical Specifications.

3. Procurement Method

This procurement is conducted using the Request for Bids (RFB) method for Works, in accordance with the African Union Procurement Manual.

4. Source of Funds



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The works shall be financed from AFCONe's approved budget.

5. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid. AFCONe shall not be responsible or liable for such costs.

PART III: ELIGIBILITY AND ETHICAL REQUIREMENTS

6. Eligible Bidders

Bids may be submitted by firms that:

- Are legally registered and licensed to perform construction or renovation works
- Possess the technical and financial capacity to execute the works
- Are not suspended or debarred from participating in African Union procurement processes

7. Conflict of Interest

Bidders must declare any actual, potential, or perceived conflict of interest, including any business or family relationship with African Union or AFCONe officials involved in this procurement. Failure to disclose such information may result in disqualification or termination of contract.

8. Code of Ethics

Bidders shall comply with the African Union Code of Ethics. Any attempt to improperly influence the procurement process may result in disqualification.

PART IV: BID DOCUMENTS

9. Content of the Bid

The Bid shall comprise the following documents:

A. Administrative Documents

- Bid submission form
- Proof of legal registration
- Tax compliance and VAT registration, where applicable
- Conflict of interest declaration



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B. Technical Submission

- Company profile and relevant experience in similar works
- Method statement and work plan
- Proposed completion timeline
- Health and safety approach

C. Financial Submission

- Fully priced Rates-Only Bill of Quantities (ROB) as provided in Annex 10
- Prices quoted in South African Rand (ZAR) and inclusive of VAT

PART V: BID SUBMISSION AND OPENING

10. Submission of Bids

Bids shall be submitted electronically to:

afcone.admin@afcone.org
procurement@afcone.org

The deadline for submission of bids shall be a minimum of twenty-one (21) calendar days from the date of issuance of this Request for Bids. Late bids shall not be considered.

11. Bid Validity

Bids shall remain valid for a period of thirty (30) calendar days from the submission deadline.

12. Bid Opening

Bids shall be opened after the submission deadline by an authorised AFCONE committee. Bidder names and prices may be recorded in the bid opening register.

PART VI: EVALUATION OF BIDS

13. Evaluation Methodology

Bids will be evaluated in the following stages:

Stage 1: Preliminary Examination

- Completeness of bid documentation



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- Eligibility and compliance with administrative requirements

Stage 2: Technical Compliance

- Compliance with the technical specifications set out in Annex 10
- Adequacy of methodology, experience, and capacity

Only bids that are substantially responsive shall proceed to the financial evaluation stage.

Stage 3: Financial Evaluation

- Arithmetic verification of the priced Bill of Quantities
- Comparison of total evaluated bid prices

14. Basis of Award

The contract shall be awarded to the lowest evaluated, substantially responsive bidder, subject to satisfactory verification of qualifications and capacity.

15. ANNEXES

Annex 1.

Bidders may, upon prior appointment, visit the premises for site inspection and consult with the Project Manager prior to submission of their bids.



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- ANNEX 1**

BILL OF QUANTITIES (BoQ) AND TECHNICAL SPECIFICATIONS

RENOVATION AND REFURBISHMENT OF AFCONE PREMISES

Procurement Method: Request for Bids (Works)

Pricing Format: Rates-Only Bill (ROB)

- PRELIMINARIES AND GENERAL**

The Contractor shall allow for all labour, materials, supervision, plant, transport, health and safety compliance, protection of existing finishes, and completion of the works in accordance with applicable standards. Quantities are fixed and must not be altered.

B1. Demolition and Drywall Partitioning (First Floor)

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B1.1	Removal of existing doors	No.	5		
B1.2	Careful demolition of drywall partitions for re-use	m	55		
B1.3	Removal of carpet where necessary	m ²	3		

B2. Flooring Works

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B2.1	Patch and make good	No.	25		



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	existing carpet to match existing blue finish				
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B3. Ceiling Works

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B3.1	Replacement allowance for damaged ceiling boards	No.	10		

B4. Partition Re-assembly

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B4.1	Re-use drywall and reassemble new partitions	m ²	34.67		

B5. Door Relocation and Security Installations

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B5.1	Relocation of existing	No.	5		



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	aluminium doors				
B5.2	Aluminium security door with biometric access and keypad	No.	1		

B6. Ground Floor Boardroom and Reception

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B6.1	Demolition of drywall for folding door	Item	1		
B6.2	Supply and installation of aluminium folding door	No.	1		
B6.3	Aluminium biometric security door	No.	1		

B7. Branding Structure and Finishes

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B7.1	Fabrication and	Item	1		



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	installation of dryboard branding structure				
B7.2	Painting of dryboard structure	Item	1		

B8. Sundries and Transport

Item No.	Description	Unit	Quantity	Rate (ZAR)	Amount (ZAR)
B8.1	Sundries	Item	1		
B8.2	Transport	Item	1		

SUMMARY OF PRICES

Subtotal (Excl. VAT)	
VAT (15%)	
Grand Total	
Bidder Name / Signature	