

15th November, 2021

To All Potential Bidders,

ADDENDUM 1

TENDER FOR THE SUPPLY AND DELIVERY OF VARIOUS GOODS AND SERVICES FOR THE CENSUS OF POPULATION AND HOUSING – TENDER NO. ONB NO: ZAMSTATS/GO/01/2021

The Ministry would like to make clarifications to the above tender as shown in the table below:

| Q# | Question | Response |
|----|--|--|
| 1. | Kindly clarify on the modules required for the ID printer in Lot 10 has it is impossible to have all the modules specified in the technical specification | All the modules specified are required. The ID printer should have dual side printing capability |
| 2. | Under lot 10, is the need only for graphic customization? That means only print on the card? Or is there also some encoding to be done? Like writing information on a clip or magnetic stripe. If so, which one? (chip with and/ or without contact, magnetic stripe) It it necessary to personalize the cards on both sides? Or front only. What is the lifespan of the cards? Is a further lamination necessary? If so on both sides or front only. | The printer should have both printing and encoding capabilities as per specification. The cards required are PVC therefore additional lamination may not be required. |

| | | |
|----|--|--|
| 3. | ITB14(5) Market Price Index - we are aware that SMEs being the majority in the economy source goods from the manufacturers and distributors that the New Dawn Administration, the Public Procurement Act . 2020 and the Public Procurement of Goods, Services and Works. We hereby request the procuring entity to consider that this tender be for SMEs only. | The tender is a national bid and is open to all locally registered companies including SMEs. |
| 4. | ITB 16.5 we find that the requirements of registration with ZEMA to supply mosquito nets unreasonable and be removed from the tender. | The ZEMA certificate is critical but will not be required at bidding stage, however, the best evaluated bidder will be required to provide the ZEMA certificate before contract signing. |
| 5. | ITB 19.1 Bid Security to be of not less than two percent of the bid sum. We are aware that bid securing declaration being accepted as security in tendering. Some SMEs can only provide bid securing declaration. Please clarify | According to the risk profile of the tender, Only 2% bid security shall be accepted. |
| 6. | ITB 32.5 bidders are not allowed to quote separate prices for this tender. Please clarify on bidders quoting for more than one lot that prices will be separate. | Bidders can quote for any number of lots however bidders are not allowed to give alternative prices for a single lot. |
| 7. | <p>ITB 34.2 Financial capacity.</p> <p>(i) Reports on financial standing of the bidders such as profit and loss or bank statements for the years 2018-2020</p> <p>(ii) The financial net worth of the bidder shall not be negative during the financial years 2018-2020.</p> <p>(iii) Evidence of adequacy of working capital for this contract (access to lines of credit and availability of other financial resources)</p> <p>As per this tender we request the procuring entity to consider requirement No. (iii) Stated above the other requirements are discriminatory criteria.</p> | <p>The Bidder shall furnish documentary evidence that it meets the following financial requirement(s):</p> <p>(i) Reports on financial standing of the bidders such as profit and loss or bank statements for the years 2018-2020 and the financial net worth of the bidder shall not be negative during the financial years 2018-2020. or</p> <p>(ii) Evidence of adequacy of working capital for this contract (access to lines of credit and availability of other financial resources)</p> |

| | | |
|-----|--|--|
| | Please clarify on the same. | |
| 8. | <p>GCC 16.1 payment terms. We understand that twenty-five (25) percent of bid sum being advance payment for tenders. We request the procuring entity to consider the same.</p> | <p>Payment for Goods and Services shall be made as follows:</p> <p>(b) Advance Payment: Twenty-Five (25) percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract against advance payment security for the equivalent amount and in the form provided in the bidding documents or another form acceptable to the Procuring Entity.</p> <p>(b) On Delivery: Sixty-Five (65) percent of the Contract Price shall be paid on receipt of the Goods and upon submission of delivery note and invoice.</p> <p>(iii) On Acceptance: The remaining ten (10) percent of the Contract Price shall be paid to the Supplier within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the Procuring Entity.</p> |
| 9. | <p>The new dawn administration being to create employment. Empowerment of citizens and the Public Procurement Regulations of 2011 section 21 and 29 provides that the procuring entity to consider the following lots be as indicated below:</p> <p>a) Lot 2 Mattress Quantity 25,000 be in five (05) lots of five thousand (5,000) per each lot. Bidders may quote for any lot or all lots but award of contracts be restricted per two (02) lots per bidder.</p> <p>b) Lots 15 Mosquito nets quantity 35,000 be in five (05) lots 7,000 per each lot that award of contracts be restricted to two (02) lots per bidder.</p> <p>The above to create at least some employment.</p> | <p>The quantities for each of the lots for the tender remains the same as dividing the quantities into several lots will not provide the best overall value to the procuring entity due to multiple prices and quality.</p> |
| 10. | <p>We would like to participate for some lots not the entire tender. Please advise if this is possible or allowed.</p> | <p>Bidders are allowed to quote for one or more lots.</p> |

| | | |
|-----|---|--|
| 11. | Kindly help us with physical samples of the items for competitiveness on the same grounds of the samples provided. Others may be higher due to quality and others lower due to less quality and most likely you will go for the lower price. | Bidders must follow the technical specifications and provide a sample to support their bids for items requiring samples. |
| 12. | We need clarification on the bid document for the part of security tracking for motors bikes for the following: 1.) Mobile phone operation 2.) Restart 3.) Built in powerful magnets 4.) Anti-lost Tracer | The following items are clarified below: 1. Mobile Phone operation - means the administrators must be able to access the system and use by means of a smart phone. 2. Restart - means the administrator should be able to stop and restart any motorbike being abused by way of speeding and being in undesignated locations. 3. Built in Powerful Magnets - means of supporting the gadget (GPS) in a hidden location onto the chassis of the motorbike. 4. Antilust tracer - should read Antilust tracer |
| 13. | For Lot 16, motorbike helmet, we also kindly suggest to provide RTSA certificate upon awarding of the goods instead of submission with bidding document as the procedure is long and it would limit the goods to several brands | RTSA certificate will not be required during bidding stage however, the best evaluated bidder will be required to submit RTSA certificate before contract signing. |
| 14. | For Lot 10 ID card printer consumables do you mean every printer should be accompanied with 560 ribbons, 30 cleaning kit and 46,000 blank PVC card. | The 10 ID printers should be accompanied with one set of 560 ribbons, 30 cleaning kit and 46,000 blank PVC card |
| 15. | For lots 17 security tracking system for motorbikes: 1. Do you want the real-time tracking or several time per day 2. Do you need wireless or wired GPS tracker for real-time tracking device that can be connected with main power supply which can support real-time tracking, history trace geo-fence, remote control, anti-theft, and driving monitoring. While wireless support long standby, tamper sensor and magnetic else. | The tracking for the motor bikes required is real-time tracking. The connection required between the GPS and the monitor should be wireless. The connection between the GPS and the motor bike should be wired. |

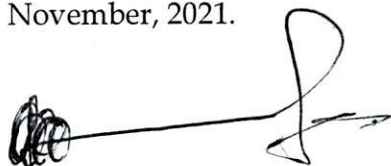
| | | |
|-----|---|--|
| 16. | <p>Kindly seeking clarification for the following for Lot 6:</p> <ul style="list-style-type: none"> • What description of the use case are you going to roll out • Will there be an application our solution will be integrated with • Which type of documents will you sign • Are you foreseeing an automated process or manual process to start the eSignature process • Do you have any indication on volume • What is the time line for go live • Will you be registered and associated to our company | <p>The eSignature software will be used for enrolling 46,000 enumerators including support staff who will be located in 116 Districts country wide. The eSignature will be used for registration, acceptance and signing of engagement contracts & disappointments including replacements, advance and final payment slips as well completion certificates. Input data will be captured using the same system and dissemination of the documents to respective enumerators. Input data will include personal details, location of the enumerators & other staff, bank details, signatures, photos... and output documents will be to the maximum of A4 15 pages.</p> <ol style="list-style-type: none"> 1. Integration with other applications: No 2. Documents: Contract documents, clearance & completion certificates 3. eSignature Process: 100% automation 4. Indicative Volume: 46,000 participants x 15 x A4 pages, x personal and bank details x passport photo image 5. Timeline for go live: 1st February 2022 6. Registration: Associated to your Company |
| 17. | <p>Kindly divide lot 4 into two separate parts i.e statistical software and anti-viruses to allow bidders submit more competitive bids.</p> | <p>For lot 4 bidder can quote separately for the supply and delivery of the statistical software and the anti-virus</p> |
| 18. | <p>for lot 4 kindly clarify the following:</p> <ol style="list-style-type: none"> 1. How many concurrent users will connect to the statistical software to access the reports and the dashboards? 2. How many named users will connect to the statistical software to access the reports and the dashboards? 3. How many users will connect to the statistical software to perform data management and ETL tasks? 4. What is the estimated data volume to be managed by the | <ol style="list-style-type: none"> 1. 20 concurrent users will connect to the statistical software to access the reports and the dashboards. 2. 100 named users will connect to the statistical software to access the reports and the dashboards 3. 20 users will connect to the statistical software to perform data management and ETL tasks 4. The estimated data volume to be managed by the statistical software is 5 terabyte 5. In addition to collected census data the statistical Software must be able to connect to, CSPRO, Excel, Stata, SPSS, CVS, text files, and unstructured file data. |

| | | |
|-----|---|--|
| | <p>statistical software?</p> <p>5. In addition to collected census data, what are the other data sources and technologies that the statistical Software needs to connect to?</p> | |
| 19. | <p>We write to inquire on the colours to be supplied as samples for the following items below?</p> <ol style="list-style-type: none"> 1. Bush Shirts 2. Golf T Shirts 3. Laptop bag 4. MotorBike Helmets <p>Kindly help us as this information is not specified in the document.</p> | <p>Bidders are free to provide any colours for their samples.</p> <p>Further, kindly note that final colours of the required materials which require colours specification shall be agreed upon with the successful bidder or bidders</p> |
| 20. | <p>We write to your office seeking clarification for more details in respective lot number of this tender.</p> <p>1. Lot # 11 Corporate Bush Shirts: We kindly request to view a sample of the Corporate Bush shirt if you have and a mockup depicting the logo placement.</p> <p>Golf Shirts: We kindly request to view a sample of the Golf Shirt if you have and a mockup depicting the logo placement.</p> <p>2. Lot # 11 Mouth/Face Mask: We kindly request that you confirm if you want a traditional face mask or a balaclava which is ideally a form of Ski-mask.</p> <p>What color or colors must the masks be? We kindly request for a mockup image of the face mask and the logo that will be branded on the masks?</p> <p>3. Lot # 19</p> <p>Laptop Computer Bag: Do you have a sample of the type of bag you need as this will help us provide an accurate bid?</p> <p>4. In the bid data sheet ITB 11.1 (f) it requests the following:</p> | <ol style="list-style-type: none"> 1. Bidders may request for the artwork or mop by sending an email to george.mumba@mndp.gov.zm and copy to gcmumba@yahoo.com, mukupamost@gmail.com and mawandijocelyn@yahoo.com. 2. Bidders are required to provide their samples for the purpose of evaluation. 3. For lot 14, The clothing required for the mouth/facemask is washable; material: silk, 4 ply, single air vent, life span 5 months. 4. For lot 19, bidders shall provide a sample of bag being offered according to the specification. 5. According to ITB 16.5, the Bidder shall furnish: <ol style="list-style-type: none"> A) A sample of the product being offered for the |

| | | |
|-----|--|---|
| | <p>4 A) Certified Catalogues from Manufactures for goods being offered and items offered must be clearly marked in the supporting catalogues for reference during evaluation.</p> <p>B) The Bidder must provide documentary evidence that they have been duly authorized by the goods' Manufacturer to supply the goods in the Purchaser's country (the manufacturers' authorization should be addressed to the Interim Statistician General – Zambia Statistics Agency bearing the project name).</p> <p>We kindly request you to confirm if this applies to products in all the lots or only for specific products. Our main interest are the products in lots 11, 12,13,14 and 20.</p> | <p>purpose of evaluation for Lot 11.</p> <p>B) Certified Catalogues from Manufactures for goods being offered and items being offered must be clearly marked in the supporting catalogues for reference during evaluation for Lot 1, 2, 3, 4, 5, 6, 7, 8, 10, 13, 15, 16 and 18</p> |
| 21. | <p>Having read through the schedule of requirements for the aforementioned tender.</p> <p>We wanted to seek clarifications for the following.</p> <p>Lot No. 3 One the Biometric Access Control System.</p> <ol style="list-style-type: none"> Are the biometrics for installation indoors or outdoors? The readers have IP ratings suitable for specific environments and would need to know. Do you have software existing or will you use our platform you shall use our's to manage the staff, access points and etc. <p>Lot No. 6 On the Electronic Signature and Electronic Pen May you avail us the number of documents being sent per year and the number of people who will need access to send out documents</p> <p>Lot No. 7 With regards to the Mattresses what are the Dimensions W x L x H and what type of material should they</p> | <p>The biometrics are for installation indoors (2) and outdoors (2). Further, bidders should quote for the supply and installation of a complete Biometric Access Control System including software.</p> <p>The number of documents required is No. 15 for 46,000 participants</p> <p>The required is a standard single mattress 10cm height x200cm longx100cm width.</p> |

| | |
|---|---|
| <p>be covered with</p> <p>Lot No. 16 With regards to the Motor Bike helmets we would like to know what type of helmets you interested in is it Road, off road or adventure</p> <p>Lot No. 17 Security Tracking System for Motor Bikes do you have software existing to track or that has to be provided on our platform</p> <p>Lot No. 20 We cannot see any information except the size and how many pages, what we need to know is.</p> <ol style="list-style-type: none"> 1) Page: 96P (OK, but for notebook, is that too thin? Normally we say 96 sheets which means there are 192 pages, kindly double check on the same. 2) Inner Print: you said 6-8mm lined, may I ask it's B/W line and just lines or No others 3) Cover: for hard cover notebook, we can make the cover as PU leather, Paper and even fabric. And how the cover will look like do you Need print or special work It's the most import question as I need to know whether it's clear or we call it Hard Cover Notebook with no Characteristics Like ZAMSTATS I need to know the color and if there are any craft, such as embossing, gold foil, etc. | <p>The helmet required is off-road.</p> <p>Bidders are supposed to provide a complete motorbike tracking system including software.</p> <p>The notebooks required are 48 sheets and 92 pages, With horizontal lines 6-8mm and standard vertical margin of 20mm. The hardcover for notebooks should be made out of paper. No special printing on the notebooks is required</p> |
|---|---|

All other details of the tender remain unchanged. The closing date for the tender is 22nd November, 2021.



George C. Mumba (Mr.)
Head- Procurement & Supplies Unit
For/ Interim Statistician General
ZAMBIA STATISTICS AGENCY