

Central Bank of Lesotho

INVITATION FOR PRE-QUALIFICATION OF VENDORS



Central Bank of Lesotho (The Bank) hereby invites interested vendors to be pre-qualified as the Bank's potential service providers under the following categories:

ITEM NUMBER	ITEM DESCRIPTION
Category A	Supply of Goods
01	Stationery and Cartridges
02	Protective Clothing
03	Computer Software and Hardware
04	Cutlery, Crockery and Related Kitchen Equipment
05	Newspapers, Books and Periodicals
06	Food commodities
07	Cleaning Materials and Equipment
Category B	Supply of Works
08	Maintenance of Computer Software and Hardware
09	Maintenance of Office Furniture and Equipment
10	Repair & Maintenance of Electrical Works
11	Repairs & Maintenance of Motor Vehicles
Category C	Provision of Services
12	Advertising, Printing, and Binding services
13	Construction and Plumbing Services
14	Flower Arrangements Services

1. Interested registered companies **must** submit a signed introductory letter expressing their interest in any of the categories above and a business profile that shows the following:
 - 1.1. Main line of business
 - 1.2. Period of trading
 - 1.3. Company ownership
 - 1.4. Physical address of business in Lesotho
 - 1.5. Clientele

- 1.6. Company contacts details (email address and telephone numbers)
2. Interested companies **must** also submit with their profile the following:
 - 2.1. Copy of valid trader's license certified at source
 - 2.2. Copy of Tax clearance certificate
 - 2.3. Active company banking details (with the relevant Bank date stamp) in the following format:
 - Name of Bank
 - Account Number
 - Branch Name
 - Branch code
 - Swift code
3. Failure to submit and comply with any requirements listed from 1-2 above will result in disqualification.
4. All documents must be submitted together in a plain sealed envelope clearly marked name of the category applied for e.g. **"Category A – 02 Protective Clothing"** as per the list provided above and should be deposited in the tender box located at the reception area of Central Bank of Lesotho at corner Moshoeshoe & Airport Roads no later than **16h30 Friday, January 20th, 2023**.
5. All current Suppliers are advised to re-submit.
6. Queries may be directed to the procurement office at telephone #: 22232126/22232051 and email: tenders@centralbank.org.ls