

PROVISION OF CATERING SERVICES WITHIN THE AFRICA CDC HQ COMPOUND

AFRICA CENTRES FOR DISEASE CONTROL AND PREVENTION (AFRICA CDC) AMENDMENT NO. 1 TO THE REQUEST FOR PROPOSALS (RFP)

Africa CDC hereby issues the following amendment to the Request for Proposals (RFP). This amendment forms an integral part of the Solicitation Document and shall be read together with all other provisions of the RFP. All prospective bidders are requested to take note of the changes outlined below when preparing and submitting their proposals.

Amendment to Submission date and Time

24 July 2026 at 3PM

For **Clarification of Bid purposes** only, the Purchaser's address is:

Africa Centres for Diseases Control and Prevention,

Supply Chain Division

Administration Directorate

Lafto Square, Haile Garment,

Africa CDC Office, A2 Tower, 3rd floor, Room No. 308

E-mail: Procurement@afriacdc.org; elodiel@afriacdc.org

Amendment to Section 7 – Rent

Section 7 of the RFP is hereby deleted in its entirety and replaced with the following:

7. RENT

The successful Catering Service Provider shall pay a monthly rental fee for the use of the catering facilities. Bidders are required to propose the monthly rental amount they are willing to pay as part of their Financial Proposal.

The proposed rental fee shall:

- Be quoted in Ethiopian Birr (ETB) on a monthly basis;
- Be payable as 50% upon execution of the Contract and the remaining 50% in the sixth (6th) month of the Contract; and
- Remain fixed for the duration of the Contract unless otherwise provided in the Contract.

Only bidders that attain the minimum technical passing score of 70 out of 100 points shall be considered for the financial evaluation. The contract shall be awarded based on a quality and cost-

based evaluation, with a weighting of 80% for the Technical Proposal (Quality) and 20% for the Financial Proposal (Cost).

The successful bidder shall pay the rental fee in accordance with the above payment schedule. Catering services shall commence immediately upon signing of the Contract.

Amendment to Section 8 – Cost Sharing

Section 8, Cost Sharing, is hereby deleted in its entirety. Bidders are not required to submit a separate cost-sharing proposal.

All Other Terms and Conditions

Except as expressly amended herein, all other terms, conditions, requirements, and provisions of the Request for Proposals shall remain unchanged and in full force and effect.

Prospective bidders are requested to acknowledge receipt of this Amendment and ensure that their proposals are prepared in accordance with the revised requirements.

Note: The bidder shall bear the sole and mandatory responsibility for the upkeep and maintenance of the premises, as well as all equipment and supplies in the cafeteria, and shall keep them in excellent condition and in good working order. Any failure to comply with this provision may result in the termination of the contract.

The Bid submission checklist has been amended as follows:

Bid submission checklist

- Duly filled and signed Technical Proposal.
- Certificate of Incorporation, Valid Trading/Business License and VAT Registration Certificate are mandatory.
- Duly filled and signed Financial Proposal (menu varieties and price lists on the starred level menu prices for staff menu and meeting/event menu as mentioned in the TOR).
- Attached appropriate supporting documents such as copies of recommendation letters, CVs and professional certificates of key staff.
- Copies of audited Business Financial Statements for the past three (3) years.