

6. Interested eligible Tenderers may obtain further information from and inspect the Tendering Documents at the office of the **Secretary of Ministerial Tender Board, President Office, Regional Administration and Local Government (PO - RALG), P.O. Box 1923, Ground Floor, Room No. 02, Procurement Management Unit (PMU), Mkapa House, Dodoma** from 09:00 hours to 15:00 hours from Mondays to Fridays inclusive except on public holidays.
7. A complete set of Tendering Document(s) in English may be purchased by interested Tenderers upon the submission of a written application to the address given under paragraph 6 above and upon payment of a non-refundable fee of Tshs. 150,000.00. Payment should either be by Cash, Banker's Draft, or Banker's Cheque, payable to Permanent Secretary, President's Office Regional Administration and Local Government.
8. All tenders must be accompanied by Tender Securities clearly addressed to the **Permanent Secretary, President's Office-Regional Administration and Local Government** in freely convertible currency or an equivalent amount Stated below:
 - **TZS 15,000,000.00 (Tanzanian Shillings Fifteen Million Only)** for Lot I: Supply of Ballot Box Seals.
 - **TZS 50,000,000.00 (Tanzanian Shillings Forty Million Only)** for Lot II: Supply of Indelible Ink, stamp pads and stamp pads ink.
9. All tenders in one original plus two copies properly filled in, and enclosed in plain envelopes must be delivered to the following address; **Secretary, Ministerial Tender Board, President's Office - Regional Administration and Local Government, 8th Avenue / Hospital Road, Mkapa Building, Ground Floor, Room No. 02, P.O. Box 1923, Dodoma, Tanzania** at or before **Thursday, August 22nd, 2019** at 10:00 a.m. Tenders will be opened promptly thereafter in public and in the presence of Tenderers' representatives who choose to attend in the opening at the **President's Office - Regional Administration and Local Government Conference Hall, Mkapa Building, Ground Floor, Dodoma, Tanzania**.
10. Tenders will be opened promptly thereafter in public and in the presence of Tenderers' representatives who choose to attend in the opening at the **President's Office Regional Administration and Local Government at Conference Room, Mkapa House, Dodoma**.
11. Late Tenders, Portion of Tenders, Electronic Tenders, Tenders not received, Tenders not opened and not read out in public at the tender opening ceremony shall not be accepted for evaluation irrespective of the circumstances.

PERMANENT SECRETARY
PRESIDENT'S OFFICE REGIONAL ADMINISTRATION AND LOCAL
GOVERNMENT