



The Central Bank of Lesotho invites tenders from registered and suitable service providers for supply and delivery of executive ergonomic chairs x 34 as follows:

Technical Specifications

Technical Specifications	Quantity
High Back Chair – Genuine Leather Ergonomically Designed Single Molded Shell Swivel & Tilt Mechanism lockable in Upright Position Tension Adjustment for free flow setting Gas Height Adjustment with Swivel mechanism Black Nylon Flexi Armrests Black Nylon 5 Star Base 50 mm Rubberized Castors Genuine Hide Leather: Dark Brown Frontal Pivot Mechanism – Lockable in 5 Recline Positions 5 Year Guarantee	34

Ergonomic Specifications

Item	Description
Adjustability	The seat, armrest, lumbar support, and headrest must be height adjustable while the backrest must have forward and backward movement
Seat height range	The seat height must be adjustable to the height recommended for the user and should be able to sit with their feet on the floor or a footrest without pressure on the underside of their thighs
Sliding seat	The seat must be adjustable to slide forward and backward to allow user move closer or back against the table
Headrest	It must be vertically adjustable independently of the backrest
Backrest	the backrest must be adjustable both vertically, in the frontward and rearward directions, and should have adjustable lumbar support, but should not create pressure points that restrict blood circulation. The backrest should be of appropriate height and width to provide support without restricting movement
Seat depth	the seat must suit the tallest and the shortest users. Users should be able to sit in the chair without pressure at the back of their knees, with their back supported by the backrest, and support through the buttocks and thighs
Seat width	the seat should be wide enough to allow users to have comfortable sitting and distribute pressure evenly across the entire seat while allowing for some adjustments to their posture
Seat surface	the seat surface should be comfortable, usually made of breathable materials that minimize heat and moisture buildup
Armrests	armrests should provide evenly support for the arms. The rests should be adjustable both for height and width (distance from the seat)
Swivel ability	the chair must permit the 360° revolution between the seat and the base
Stability	the stability of the chair must be provided by at least a five-point base or more pedestals and casters/wheels
Maximum load	capacity of 125 to 150kg

MANDATORY TENDER CONDITIONS AND REQUIREMENTS (FAILURE TO COMPLY FULLY WITH THESE REQUIREMENTS WILL RESULT IN DISQUALIFICATION).

- Bidders are required to show validity period of bid, warranty, and delivery period.
- Bids bearing no identification of the bidder, clearly marked as follows "Bid for Boardroom chairs" 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 14h30 Friday June 16th 2023.
- Bids will be opened the same day at 14h35 in the Central Bank Auditorium. Bidders or their representatives who wish to attend are welcome.
- Valid copies of current tax clearance certificate must be submitted with the bid.
- Valid copy of the trader's license for Lesotho Suppliers and certificate of Incorporation for other suppliers must be submitted with the bid.
- One-page letter of introduction identifying the proponent (proponent's name and physical address together with contact details; contact person, telephone

- number and e-mail address) and signed by the person or persons authorized to sign on behalf of and bind the proponent to statements made in the tender.
7. A credit line letter from an authorized Financial Institution that reflect a minimum credit/ loan facility equivalent, or more than the bid amount must be provided with the bid or Recent financial statements of the bidder duly signed and stamped by an Audit Firm or practicing Chartered Accountant that reflect a minimum working capital equivalent or more than the bid amount. The credit /loan facility should be clearly stated in amount.
 8. Bidders are to note that the Bank may require a performance guarantee of no more than 10% of the bid amount.
 9. Bidders are requested to quote in Maloti or Rands only.
 10. Pricing should consist of price for supply and delivery, and 15% VAT where applicable. Where vendors are registered to collect VAT, they must submit VAT certificate.
 11. Central Bank of Lesotho is not bound to accept the lowest or any bid and may cancel the bidding process at any stage prior to the award of contract and is not bound to provide reasons for cancellation.
 12. Bidders must expressly respond and fully comply with the specifications as stipulated in the advertisement.
 13. For further clarification bidders are requested to contact the undersigned at telephone #:22232126 and /or mlechela@centralbank.org.ls.
 14. Evaluation criteria shall consist of the following mandatory requirements (Failure of which result in disqualification):

Supplier registration	Valid copy of the traders license for Lesotho Supplier and certificate of Incorporation for other suppliers
Tax Compliance	Valid copy of current tax clearance certificate
Technical Specification	Full compliance to the detailed specifications
Financial Capacity	A credit line letter from an authorized Financial Institution that reflect a minimum credit/ loan facility equivalent, or more than the bid amount must be provided with the bid or Recent financial statements of the bidder duly signed by an Audit Firm or practicing Chartered Accountant that reflect a minimum working capital equivalent or more than the bid amount
Validity of the bid	Valid for at least 60 days
Warranty	Manufactures warranty
Delivery period	To be stipulated by the proponent
Price	Full compliance to the pricing requirements. Competitive Price

SPECIAL NOTES

1. Bidders are expected to ensure strict compliance with the above specifications and conditions, failure to do so will result in disqualification of bids.
2. All Bidders are advised that a Vendor Exclusion Policy shall apply where necessary.
3. Bidders are to note that the Central Bank of Lesotho shall apply withholding tax obligation where applicable when effecting payment at the rate of 10% for foreign companies and 5% for local companies. Proponents that include an added amount to their proposed fee as the withholding tax shall be disqualified.
4. Payment terms should be clearly stipulated.

M. Lechela (Mrs.)
Secretary, Tender Committee