**WORLD BANK / CRRH-UEMOA REGIONAL PROJECT TO PROMOTE AFFORDABLE HOUSING FINANCE IN WAEMU**

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**REQUEST FOR QUOTES**

**(NON-CONSULTANCY SERVICES)**

**IT EQUIPMENT MAINTENANCE AND NETWORK MONITORING FOR CRRH-UEMOA**

**DC N°03/2023/CRRH-UEMOA**

1. The WAEMU Regional Mortgage Refinancing Company (CRRH-UEMOA) is a banking financial institution created in Cotonou on July 16, 2010. Its mandate is to provide funds to its shareholders and Decentralized Financial Services (DFS) to refinance housing loans granted to their clients, under the terms and conditions set out in its Articles of Association.

In October 2017, CRRH-UEMOA obtained funding from the International Development Association (IDA) under the World Bank/WAEMU regional project to promote affordable housing finance in WAEMU. It intends to use part of this grant to finance its IT equipment and network monitoring service contract.

1. This Request for Quotes is open to firms operating in this sector who meet the eligibility criteria established by the World Bank. One firm will be selected per the provisions of the World Bank’s Procurement Regulations for Investment Project Financing (IPF) Borrowers, of July 2016, revised in November 2017.
2. CRRH-UEMOA invites sealed bids from eligible service providers to maintain CRRH-UEMOA’s IT equipment and network monitoring at its headquarters at 68 Avenue de la Libération in the BOAD premises.
3. **Bids must include a technical and a financial proposal**. The technical and financial proposals must both be enclosed in the same envelope, clearly marked: "*Caisse Régionale de Refinancement Hypothécaire de l'WAEMU (CRRH-UEMOA) - Demande de cotation (DC) N°03/2023/CRRH-UEMOA pour la prestation de maintenance du parc informatique et le suivi du système réseau de la CRRH-UEMOA. To be opened only during the tender opening session*”. Bids not marked as indicated above shall be rejected. If there is any discrepancy between the copies of the proposals, the original shall prevail.

The Technical proposal must include:

* A presentation of the bidder and their experience in providing the service;
* Organization and schedule of activities, taking into account the contract duration;
* Curricula vitae of key staff (experts/stakeholders) to provide the contracted service;
* At least two customer references or acceptance reports for similar services provided;
* Any other information deemed relevant.

The **Financial proposal** must include:

* A financial proposal (to be quoted in CFA francs);
* A detailed estimate of the various services, etc.;
1. The contracted services must be executed within five (5) months.
2. Bids must be valid for ninety-one (91) days from the deadline for submission of bids.
3. **Interested bidders may view the request for quotation file free of charge and collect it from the following address**:

CAISSE REGIONALE DE REFINANCECEMENT HYPOTHECAIRE DE L’UEMOA (CRRH-UEMOA)

68 Avenue de la Libération, Immeuble BOAD, Lomé (TOGO)

Téléphone : (00 228) 22 23 27 22, Fax : (00 228) 22 23 27 42

Email : consultant-it@CRRHUEMOA.ORG

Monday to Friday, mornings from **8:00 to 12:00,** and afternoons from **15:00 to 17:00.**

1. *Qualification requirements are stated in the Request for Quotation file: See instructions to bidders [....] for detailed information*.
2. Bids submitted in triplicate (1 original + 2 copies) in a sealed envelope must reach the following address no later than **10:00 a.m. local time on 29/06/2023**:

**CAISSE REGIONALE DE REFINANCECEMENT HYPOTHECAIRE DE L’UEMOA (CRRH-UEMOA)**

**68 Avenue de la Libération, Immeuble BOAD, Lomé (TOGO)**

**Telephone: (00 228) 22 23 27 22**

Bids will be opened at the same address at 10.30 a.m. Universal Time. Late bids will not be accepted.

Lomé, **16 June 2023**

**Yedau Ogoundele**

Managing Director