



# PUBLIC PROCUREMENT OVERSIGHT AUTHORITY

*Transforming Procurement*

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Ref: RFP NO. PPOA/006/2013-2014/Clarification 1

19<sup>th</sup> June 2014

## ALL BIDDERS FOR RFP NO. PPOA/006/2013-2014 FOR PROVISION OF HUMAN RESOURCES MANAGEMENT INFORMATION SYSTEM – RE-ISSUED

The above captioned subject refers.

We have received two queries via e-mail from one of the bidders. We hereby issues Clarification and addenda on the above tender, further to Clause 2.2 of Section II: Information to Consultants (ITC) of the said Tender.

We wish to clarify as follows:

Clarification Requested	PPOA Clarification
The vendor that I am sourcing the solution from has done the Manufacturer's Authorization Form but the director of the company is out of the country. Will I be penalized if I submit my bid without the Manufacturer's Authorization Form? (I hope you will agree that I submit a document that is not signed).	Bidders must ensure that the Manufacturer's Authorization Form as required under Mandatory Requirements (Page 13) is attached (and signed) by the Manufacturer. It is hard to proof authenticity of an unsigned form. Alternatively, bidders must provide proof of ownership of the system/ software. The Manufacturer's Authorization Form Template is hereby provided at the end of this clarification.
Does PPOA seeks to procure hosted /cloud services or wants to host the software in its own servers.	PPOA intends to host the software in its own servers

**CHARLES M. KAMANDE**  
**FOR: DIRECTOR GENERAL**

# MANUFACTURER'S AUTHORIZATION FORM

To [name of the Procuring entity] .....

WHEREAS .....[ name of the manufacturer] who are established and reputable manufacturers/ software developers of ..... [name and/or description of the services/software] situated at ..... [address of software copyright owner] do hereby authorize ..... [name and address of Agent/ bidder] to submit a tender, and subsequently negotiate and sign the Contract with you against tender No. .... [reference of the Tender] for the above services developed by us.

We hereby extend our full guarantee and warranty as per the information to Consultants for the services offered for supply by the above firm against this Invitation for Tenders.

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[Signature for and on behalf of manufacturer]

*Note:* This letter of authority should be on the letterhead of the Manufacturer and should be signed by a competent person.