

PROCUREMENT NOTICE

INVITATION FOR BIDS

Authorised under Section 16(1) of the Public Procurement Act 2006

Rental of Office Space for Curepipe Probation Office

Open National Bidding

(Reference No. PMO/ROD/Q14/2025-2026/ONB)

The Prime Minister's Office (Rodrigues and Outer Islands Division) intends to rent a building of floor area of around **150 m²** in the **Curepipe Region** complete with essential amenities such as electricity, electrical lightings and power points, water supply and water storage facilities, etc. The proposed office space should be **in the region of Curepipe, within a distance of 4 kilometres from the District Court of Curepipe** and should be **about 200-300 metres from the nearest bus stop** with easy access to public and vehicles. The office space will serve as offices for the Curepipe Probation Office with the provision for reception / waiting room, counselling room, common mess with kitchenette, toilet facilities. Owners of building of floor area **of more than 150 m²** may also submit their bids and consideration would be given to rent the area required.

1 **Prospective owner of office space / building are invited for a pre-bid meeting to be held at Prime Minister's Office (Rodrigues and Outer Islands Division), 6th Floor, New Government Centre, Port Louis on 06 May 2026 at 10.30hrs.** The purpose of the meeting is to expose the general requirements of the Prime Minister's Office (Rodrigues and Outer Islands Division) to prospective bidders and to assess the potential of the market which will in turn enable the public body to finalise the particulars of its requirements with a view to enhancing competition and obtaining value for money.

1.1 Bidding documents will be available for downloading free of charge from the **Public Procurement Portal** publicprocurement.govmu.org and the **Prime Minister's Office (Rodrigues and Outer Islands Division) website** <http://mrod@govmu.org>. Amendments, if any, to the bidding documents prior to the deadline for submission of bids will be uploaded on the Public Procurement Portal and the Ministry's website.

2. Bids shall be submitted in a two-stages and two envelope procedure, that is,
- (a) At the first stage, bidders will be required to submit a Technical Proposal in one envelope and a Financial Proposal in another envelope and then, both submitted in one envelope; only the technical offers will be opened and analysed to retain those proposals that meet the requirements of the public body or may be made to meet the requirements with minor changes. Those which are totally outside the scope of the requirements or are otherwise not responsive shall not be retained for further consideration.
 - (b) At the second stage, bidders whose bids have been retained following the first stage will be invited to submit the agreed changes to be brought to the Technical Proposal together with a supplementary to the Financial Proposal by a set time and date. The bids received at the second stage as well as the Financial Proposal received at the first stage will be opened simultaneously in the presence of the bidders or their representatives if they choose to attend.

3. Bids containing the Technical Proposal and Financial Proposal in a sealed envelope for the first stage shall be deposited at the designated box **at the Prime Minister's Office (Rodrigues and Outer Islands Division), 6th Floor, New Government Centre, Port Louis** not later than **15 May 2026 at 10.30 hours**. The cover of the envelope should contain the following information - Bid Reference Number, the closing date for submission and name of the Bidder. All bids should be duly signed and stamped. **Bids that are not duly signed, as well as late bids will be disqualified automatically.**

4. The envelope containing the Technical Proposals will be opened in the presence of Bidders' Representatives, who choose to attend the Bid Opening on **15 May 2026 at 10.45 hours local time** and at the following address:

**Prime Minister's Office,
(Rodrigues and Outer Islands Division)
6th Floor, New Government Centre,
Port Louis**

The envelope containing the Financial Proposal shall be kept **unopened and secured** for onward processing.

Date: 28 April 2026

**Prime Minister's Office
(Rodrigues and Outer Islands Division)
6th Floor, New Government Centre,
Port Louis**