

# Provision of Air Conditioners Maintenance Services tender at Diamond Trust Bank

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New

Diamond Trust Bank ( DTB )

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## Provision of Air Conditioners Maintenance Services tender at Diamond Trust Bank

DTB/LOT/08: Provision of Air Conditioners Maintenance Services at DTB Bank April 2025

### 1. Introduction

Diamond Trust Bank Tanzania PLC [DTBT] is an affiliate of the DTB Group, a Pan-East African Bank operating 158 branches in Tanzania, Kenya, Uganda, and Burundi. DTBT has been in the Tanzanian market for over seventy years, serving individuals at retail level, businesses, and large corporates. DTBT has a network of 29 branches in Tanzania, 13 branches in Dar es Salaam, and 16 branches in other cities and towns in Tanzania mainland and Zanzibar. The Bank's focus on the SME sector and commitment to enhancing convenience for customers through robust digital channels and branch network has been the major catalysts for the rapid balance sheet growth in recent years.

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### 2. Invitation

DTBT is inviting physical applications from all eligible, competent, and experienced suppliers to apply for pre-qualification for supply of goods, works, and services of different categories as tabulated below. Applications will be conducted according to DTBT Plc Procurement Policy and Procedures. DTBT Plc will not be enforceable to disclose reasons for disqualifying any supplier after publication and closure of the pre-qualification exercise. Only shortlisted suppliers will be eligible for invitation to quote under competitive procedures each time when service or goods are needed. NB: Application for more than one (1) Lot is permitted.

LOT No. and Description of Goods/Services Categories

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### 3. Submission Requirements

Company profile, copies of articles/memorandum of association, valid business license, current Brela returns, UBO (Ultimate Business Owner) where shareholder is an entity/company, Certificate of Incorporation/Name Registration from BRELA, Professional Certification/Registration from relevant authority, TIN and VAT registration certificates, current tax clearance certificate, no conflict-of-interest declaration, and submission of latest Audited Financial Statements. Applicants should also provide information indicating their capability in supplying the goods or services in the categories being applied for. Such information includes firms' record of accomplishment, proof of similar assignments undertaken in the past 3 years and includes a contact person for reference, Business continuity plan/procedures, and Customer Complaints handling policy/procedures.

### 4. Other Instructions

Only eligible and qualified suppliers will be considered for this pre-qualification. All existing suppliers and service providers currently operating with DTBT are also required to apply. Whenever there is a need, DTBT Plc will carry out a due diligence exercise for the shortlisted prequalified suppliers which will also include a site visit whenever required. DTBT Plc reserves the right to request submission of additional information from prospective applicants. Any clarity that may be required from the application of the pre-qualification process should be directed to: Email: [procurement@diamondtrust.co.tz](mailto:procurement@diamondtrust.co.tz). Interested suppliers must submit their sealed physical applications to the undersigned not later than 15.04.2025 at 1730hrs. Sealed envelopes must be clearly labeled:

Head of Procurement and Property Services,  
DTB PLC Head Office,  
Plot No. 991 Masaki,  
Kahama Road Street,  
P.O. Box 115 Dar es Salaam, Tanzania.

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Applicants must clearly indicate on the envelope, the category of goods or services that the company is interested in and Lot number.

## Job Info

**Job Category:** Tenders in Tanzania

**Job Type:** Full-time

**Deadline of this Job:** 15.04.2025

**Duty Station:** Dar es Salaam

**Posted:** 09-04-2025

**No of Jobs:** 1

**Start Publishing:** 09-04-2025

**Stop Publishing (Put date of 2030):** 09-04-2067