



Wildlife Conservation Society
PO Box 5196, Dar es salaam,
TANZANIA

TENDER FOR SUPPLY OF GOODS & SERVICES

SHORT LISTING OF SERVICE PROVIDERS FOR FY 2025-26

1. Wildlife Conservation Society (WCS) has been operating in Tanzania since 1956 with a unified country program since 2006. WCS mission is to protect Tanzania's unique biodiversity and rich natural heritage through science, landscape level interventions, community support, species conservation and addressing key global challenges.

2. WCS Tanzania intends to identify reputable and registered suppliers of goods and services frequently required to support its daily operations. The successful applicants will form the WCS Suppliers Database whereby short-listed suppliers in each category will be awarded tenders (for each purchase arises) on a competitive basis.

3. Submission Instructions.

Interested service providers must submit the following documents for each category applied for:

- Application Letter: Clearly stating the ability to deliver timely & quality goods / services
- Current company profile.
- Copies of registration certificate and address of the registered office, relevant and valid business license, VAT, TIN certificates, most recent tax clearance certificate, and any relevant license or certificate as per applied categories. **These should align with the category being applied.**
- Evidence of similar assignments, and at least three (3) copies of the recent contracts or purchase orders similar to applied categories and at least three (3) names and addresses of client served.
- Most recent Bank statement
- Price List (Currency should be in Tanzanian Shillings (TZS))

4. **List of categories;** detailed list of goods and services categories provided below.

5. Submission of Applications:

Interested applicants are requested to submit their applications (electronic copy only) to WCS Tanzania Procurement Committee, via email; procurementtz@wcs.org use the category name as a subject.

6. All applications should reach us by or before 10:00am Tanzania Local Time, Tuesday, 13th June 2025 Only successful applicant will be contacted.

7. WCS Tanzania provides equal opportunity for all bidders

SUPPLIERS PREQUALIFICATION – GOODS & SERVICES FOR FY 25/26

CATEGORY CODE	CATEGORY DESCRIPTION	LOCATION
01	Supply of General Office Stationery & toners	Dar es salaam, Mbeya, Tanga & Zanzibar
02	Supply of Printing: - Envelopes, business cards, publications, Brochures, Flyers, notebook, Calendars etc. - Branded cloth wares – Shirts, tee-shirts, caps etc.	Dar es salaam, Mbeya, Tanga & Zanzibar
03	Supply of General Merchandise (Cleaning materials, tea, kitchen items, bottled drinking water etc.)	Dar es salaam, Mbeya, Tanga & Zanzibar
04	Maintenance and Repair of IT Equipment / Computers, printers and other IT Accessories	Dar es salaam, Mbeya, Tanga & Zanzibar
05	Supply of IT Equipment / Computers, printers and other IT Accessories.	Dar es salaam, Mbeya, Tanga & Zanzibar
06	Supply and Repair of Office Furniture	Dar es salaam, Mbeya, Tanga & Zanzibar
08	General Office Repairs – Installation of sanitary & Plumbing works (kazi za bomba) -Electrical, Maintenance and Repair of Office Air Conditioners & Carpentry Works (kazi za umeme)	Dar es salaam, Mbeya, Tanga & Zanzibar
11	Provision of Air Travel and SGR Ticketing Services	Dar es salaam, Mbeya, Tanga & Zanzibar
12	Provision of Conference/meetings & accommodation (Hotel/Lodge services)	Dar es salaam, Mbeya, Tanga & Zanzibar
13	Provision of Courier / Bulk Delivery Services (local and international)	Dar es salaam, Mbeya, Tanga & Zanzibar
14	Motor vehicles Repair & maintenance (including spare parts, batteries, tires & tubes)	Dar es salaam, Mbeya, Tanga & Zanzibar
15	Provision of Clearing & Forwarding services	Dar es salaam, Mbeya, Tanga & Zanzibar
16	Provision of fumigation services & intensive office cleaning services	Dar es salaam, Mbeya, Tanga & Zanzibar
17	Provision of Catering Services	Dar es salaam, Mbeya, Tanga & Zanzibar
18	Provision of repair and maintenance of Generators	Dar es salaam, Mbeya, Tanga & Zanzibar
19	Provision of transportation services (Including AVGAS Transportation)	Dar es salaam, Mbeya, Tanga & Zanzibar
20	Provision of Aircraft service and maintenance	Mbeya
21	Supply of solar equipment, system and installation	Dar es salaam, Mbeya, Tanga & Zanzibar
22	Supply of field gears (GPS, camera traps, binoculars, tents, mattresses, boots, uniforms, raincoats etc.)	Mbeya & Zanzibar
23	Supply of grader parts	Mbeya & Dar es salaam
24	Provision of Internet services	Mbeya & Zanzibar
25	Supplies of generator fuel/diesel, boat fuel	Zanzibar
26	Diving gear and snorkeling equipment hiring	Zanzibar
27	Service and Maintenance of office data collection material (weight balance, GPS, phone, marine shoes and raincoats etc.)	Zanzibar
28	Provision of service, maintenance and repair of boat and engine tool	Zanzibar & Dar es salaam
29	Boat manufacturer and boat engine supplier	Zanzibar & Dar es salaam
30	Provision of construction (building material)-wood, poles, bricks, sand, concrete of all size, windows, doors, paints, corrugates, tiles	Dar es salaam, Mbeya, Tanga & Zanzibar
31	Supply of efficient stove – for domestics and business	Zanzibar
32	Supply of ecological monitoring equipment's	Zanzibar
33	Provision and maintenance of office data collection materials (weight balance, marine shoes...)	Dar es salaam, Mbeya, Tanga & Zanzibar