



**COMMERCIAL BANK OF ETHIOPIA**  
**Invitation for National Competitive Bidders**

1. Commercial Bank of Ethiopia (CBE) invites interested and qualified bidders/tenants for Lease of under listed premise of CBE New HQ.

Description of Premises	Bid No.	Business Category	Bid Type	Bid Bond Amount in ETB	Bid Opening Date
Cafeteria located on 48th floor on the New CBE Head Quarter Tower Building	131/2024/25	Cafeteria and/ or the provision of snacks and non-alcoholic beverages	National Competitive Bid (NCB)	500,000	April 29, 2025

2. The Bid document shall be obtained commencing from March 25, 2025 from Commercial Bank of Ethiopia, Procurement department , opposite to Vatican Embassy, next to Gibson Youth Academy, Facilities Management Building, 1<sup>st</sup> Floor, Room No.103 and You can access the bid documents online from [Https://Bids.Extratenders.com.et](https://Bids.Extratenders.com.et) against payment of a non-refundable fee of Birr 200.00 (Two Hundred birr only) for the bid which shall be paid against Acct. No.1000134998028 to the account of 'CBE Finance Process' account, in the name of the bidder/tenants . The bid document shall be collected during office hours (Monday to Friday 8:00-12:00a.m., 1:00–4:15p.m.; and Saturday 8:00-11:45a.m.) by presenting the payment advice. Presenting copy of renewed Trade License, Tax Clearance Certificate and VAT Registration Certificate is a must.
3. Bidders shall be quite sure to state direct line phone number, cell phone number, fax number and e-mail address of their organization correctly while collecting bid document. Failure in receipt of bid communication due to incorrectness of the above will not be the responsibility of the bank.
4. Conflict of interest will be investigated seriously.
5. Bid proposal shall be accompanied by the bid bond/Earnest Money Deposit in the amount of Birr as stated above in the form of **Unconditional and irrevocable Bank Guarantee** or **Cash Payment Order (C.P.O.)**. Bid bond/EMD in any other form is not acceptable. The bid security shall be valid for twenty-eight days (28) beyond the end of the validity period (150 days) of the Bid (i.e. Equal and greater than 180 days).
6. Bidders shall submit their bid proposal in tender box prepared for this purpose on or before **April 29, 2025 at 2:00pm** in the above mentioned address.
7. Bid opening shall be held in the presence of bidders and/or their legal agents who wish to attend on **April 29, 2025 at 2:30 P.M** at the place mentioned under no. 2 above.
8. Failure to comply any of the conditions from 2 – 7 above shall result in automatic rejection.
9. Interested eligible bidders may obtain further information from Procurement department, Tel.251-11-113-04-68 /+251-11-113-04-65 or visit: CBE Website.
10. CBE reserves the right to accept or reject fully or partly.

