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Fhi360

The science of improving lives

Call for Application; Prequalification of Suppliers for Provision of Assorted Goods and Services

Family Health International (FHI360) is not-for-profit human development organization dedicated to improving lives in lasting ways by advancing integrated, locally driven solutions. Our staff includes expert in health, education, nutrition, environmental, economic development, civil society, gender equality, youth, research and technology — creating a unique mix of capabilities to address today’s interrelated development challenges. With funding from the United States Agency for International Development (USAID), FHI360 is supporting the government of Nigeria (GON) to enhance sustained cross-sectional integration of HIV/AIDS services by building Nigerian capacity to deliver sustainable high quality, comprehensive, prevention, treatment, care and related services in various states within Nigeria.

FHI360 Nigeria Country Office is seeking pre-qualification of interested reputable and qualified companies that meet the below requirement for the supply and delivery of goods and services through its subsequent tender, RFQ or RFP. Detailed Request for proposal (RFP) and Request for Quotation (RFQ) will be shared with bidders who would have met mandatory criteria as the need arises.

#	Prequalification No:	Item Description
1	EOI-FHI360-2016-001	Provision of Medical Equipment Maintenance Supply of assorted medical and laboratories equipment and consumables (Manufacturer authorization letter is required)
2	EOI-FHI360-2016-002	Provision of Printing, publication, branding, and corporate Gifts
3	EOI-FHI360-2016-003	Provision Customs Clearing Services
4	EOI-FHI360-2016-004	Provision of Newspaper Adverts and Publications
5	EOI-FHI360-2016-005	Supply of Fuel (Diesel and Fuel station)
6	EOI-FHI360-2016-006	Provision of Repair and Maintenance of Vehicles (Ford SUV & Pick up, Toyota (Hilux, Land cruiser and Van) through Long Term Agreement
7	EOI-FHI360-2016-007	Basic Care Kits (LLIN, Water guard and Lidded Bucket)
8	EOI-FHI360-2016-008	

9	EOI-FHI360-2016-009	Provision of IT Equipment Maintenance (Long term Agreement)
10	EOI-FHI360-2016-010	Provision of Insurance Services (Insurance Brokerage)
11	EOI-FHI360-2016-011	Supply of food items and dispenser drinking water + disposable cups
12	EOI-FHI360-2016-012	Supply of Cleaning and Sanitary consumables
13	EOI-FHI360-2016-013	Supply of stationeries and assorted office equipment
14	EOI-FHI360-2016-014	Supply of assorted office furniture
15	EOI-FHI360-2016-015	Supply of IT , Printers and ICT equipment and consumable (Supplier must have dealership agreement with HP, Dell, Ricoh and Gestetner)
16	EOI-FHI360-2016-016	Provision of catering services for office cafeteria and corporate meetings
17	EOI-FHI360-2016-017	Provision of consultancy services in health related field survey
18	EOI-FHI360-2016-018	Provision on Human Resources and Payroll Services
19	EOI-FHI360-2016-019	Provision of construction and civil work services
20	EOI-FHI360-2016-020	Maintenance and Repair of Solar and Hand pump borehole in Borno state only
21	EOI-FHI360-2016-021	Supply and maintenance services for solar energy and inverter systems

(A) SELECTION CRITERIA

- (1) Firms are required to attach the following documents to their application:
- (2) Detailed Company Profile with registered address, functional email, telephone numbers and point of contact for the organization, organogram and CVs of staff.
- (3) Evidence of company registration (i.e. Certificate of incorporation Corporate, form CAC7 & CAC2).
- (4) Evidence of payment of tax (tax clearance certificate) for the last three years
- (5) Audited financial statements for the last three years
- (6) Verifiable evidence of similar jobs successfully executed in the past (including copies of job orders, signed delivery notes, invoices and goods receipt note for the receiving organization)

- (7) Recommendation Letter from three reputable and notable organization attesting to satisfactory performance in similar supply jobs.
- (8) Possession of authorization letter from an OEM (Certificate of registration with NAICOM and NICRIB for Insurance Brokers, WHOPES Certificate for LLIN Suppliers, Partner ID for HP, Dell, Cisco, etc. for IT Equipment Suppliers and other registration bodies as required
- (9) Contractor domicile in Maiduguri will be an added advantage for prequalification (lot 21 only)
- (10) Experience in maintenance and repair of solar and hand pump borehole in Borno state IDP camp is an added advantage for Lot 21
- (11) At least 3 past and current references in line to the category being applied for: The reference list should include the following:

(B) SUBMISSION OF PROPOSALS/CLARIFICATION

All Submission should be addressed to:

**The Procurement Manager
Family Health International (FHI360),
Plot 1073 JS Tarka Street, Garki, Area 3
Abuja.**

All documents required by this EOI must be received at the above designated location **NOT LATER THAN 5:00PM (Nigeria Time) on January 10, 2007** in a sealed envelope and must sign the bid submission register. Bidders are to clearly indicate on the subject line the Prequalification No# for the category they are applying for.

Application for each Prequalification Number should be submitted separately. Facsimile (fax), e-mail documents or postmarked documents will not be accepted. Issuance of this EOI in no way constitutes a commitment by FHI360 to award a contract.

FHI360 designee will answer any questions up to **5:00pm on December 29th, 2016** in relation to this EOI; hence any request for clarification should be addressed to the Procurement Manager via Procurement@sidhas.org or Tel: 09-4615555

This call for expression of Interest does not amount to a commitment on the part of FHI360 and nothing in this EOI shall be construed as a form a binding legal contract.

FHI360 reserves the right to accept or reject any or all the Proposals without any obligation to inform the affected applicants of the ground for the acceptance or rejection. The potential subsequent procurement will be governed by the FHI360 Procurement Policy and Procedures.

