

## **FAMILY HEALTH INTERNATIONAL (FHI360)**

### **CALL FOR APPLICATION**

#### **EXPRESSION OF INTEREST**

Family Health International (FHI360) is a not-for-profit human development organization dedicated to improving lives in lasting ways by advancing integrated and locally driven solutions. With funding from the United State 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 via Strengthening Integrated Delivery of HIV/AIDS Services (SIDHAS).

FHI360 Lagos State office is seeking pre-qualification of interested reputable and qualified vendors that meet the requirements below for the supply and delivery of goods and services through its subsequent tender, Request for Quotes (RFQ) or Request for Proposal. RFP and RFQ will be shared with bidders who would have met mandatory criteria as the need arises:

- Automobile repairs/services (Code-1)
- Catering services (Code-2)
- Facility maintenance services (A/C & electrical maintenance) (Code-3)
- Facility maintenance services (Office cleaning) (Code-4)
- Facility maintenance services (Photocopiers & printers repair and maintenance (Code-5))
- General Supplies (Code-6)
- Printing of M & E tools & IEC (Code-7)
- Renovation/upgrading of health facilities (Code-8)
- Supply of Computers & Accessories (Code-9)
- Supply of Diesel/AGO (Code-10)
- Supply of electronic and electrical equipment (office equipment) (Code-11)
- Supply of fire safety equipment and maintenance (Code-12)
- Supply of furniture (Code-13)
- Supply of medical/ laboratory consumables (Code-14)
- Supply of office cleaning items (Code-15)
- Event Hall (Code-16)
- Photocopying and business Center services (Code-17)
- Provision of Hotel services (Code-18)
- Supply of office stationeries (Code-19)

#### **VENDOR REQUIREMENTS FOR PRE-QUALIFICATION:**

- Company profile, including names and contact details of key personnel;

- Evidence of valid registration with the Corporate Affairs Commission (Form C02, C07);
- Evidence of income tax clearance certificate for the last three years;
- Tax Identification Number(TIN-number);
- Evidence of corporate office, phone numbers, email address;
- Evidence of financial-capability and banker's support letter;
- Verifiable list of previous/similar projects/works carried out in the recent past;
- Technical base and equipment owned where applicable;
- List of technical personnel and their qualifications

**METHOD OF APPLICATION FOR APPOINTMENT AS VENDOR:**

Vendors who meet the above requirements should submit their applications with evidence of vendor pre-qualification in a sealed envelope addressed to:

**The Senior Finance and Administrative Officer**

**FHI360**

**3rd Floor, Tisco Plaza**

**Alhaja Ashabi Cole Street,**

**Central Business District,**

**Alausa, Ikeja, Lagos.**

**NB:**

The deadline for submission of applications proposal is **Not later than 5:00PM (Nigerian Time) Monday, 27<sup>th</sup> March, 2017.**

- Only successful pre-qualified vendors will be contacted.
- The code number **MUST** be indicated on the top, right hand corner of the envelope
- All requests for clarification should be directed to [vendorinterestlagos@sidhas.com](mailto:vendorinterestlagos@sidhas.com).
- Only business outfits with physical presence in Lagos State should apply