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From The American People

FHI 360

Solicitation for Certified Auctioneer (CORRIGENDUM)

The attention of Family Health International (FHI 360) has been drawn to the errors in the advertisements published on page 78 of the December 02, 2014 edition of the Guardian Newspapers, and the errors are hereby corrected as follows:

(I) Scope of Work for laboratory equipment maintenance service provider

(1) Provide scheduled preventive maintenance service for the numerous assorted pieces of equipment in a timely fashion in High Technology HIV Molecular and Multi Drug Resistant Tuberculosis (MDRTB) high containment laboratories supported by FHI360.

(2) Conduct equipment/service assessment involving but not limited to diagnosis in order to inform corrective and preventive solutions which may include and repair, general maintenance or calibration to manufacturer specifications.

(3) Conduct system/platform fitness of purpose checks to ascertain that equipment meets the original manufacturer's specification and satisfies GLP, ISO, SOP and other laboratory standards.

(4) Certification that certain equipment satisfies relevant equipment test procedures according to factory ISO guidelines.

(5) Make available at reasonable intervals a comprehensive service report by the service engineer indicating work done and a summary of the status of the equipment and recommendations.

(6) Where applicable provide adequate onsite and offsite End-user training services and other capacity building activities.

(7) Comply with a preventive maintenance work plan prepared upfront for the maintenance of equipment for all laboratories to obviate downtime incidences.

(II) Terms of Reference for Certified Auctioneer

- (1) Reduce the potential of any fraudulent activities in the auctioning process and ensure that all bidders present participate in the bidding process.
- (2) The Auctioneer will process auction and reserve sale proceeds and submit all proceeds to FHI360. All proceeds will be in bank drafts and addressed to FHI360.
- (3) Auction company to design and develop auction / reserve sales processes, controls, and instructions for auction sale participants.
- (4) After auction exercise is completed, the auction company will create and distribute receipts for all successful bidders.
- (5) Auction Company shall label all vehicles for ease of identification by interested bidders, and vehicles will be sold “as is and where is basis”.
- (6) Auction Company will provide a comprehensive report of the exercise.
- (7) Auction Company shall assemble, activate and coordinate all resources including staging, staff, equipment, record system and accounting.
- (8) Ensure that the auctioning process be carried out in a specified manner
- (9) Auction company to provide detailed plan of this process, marketing plan strategy that assures results oriented performance and timeline of completion of the auction process,

All other informations and bidder instructions as contained in the previous advertisements remain unchanged.

Signed

The Procurement Manager

Family Health International (FHI 360),

**Plot 1073 JS Tarka Street, Garki, Area 3
Abuja.**