

## **National Agency for the Control of AIDS (NACA)**

### **Pre-Qualification for 2016 Capital Projects**

#### **(1) Introduction**

The National Agency for the Control of AIDS (NACA) as part of its statutory responsibility for HIV/AIDS treatment, care & support and strengthening of health systems in Nigeria is anticipating funding from the Government of Nigeria, World Bank and Global Fund to support the scale-up of HIV prevention and treatment interventions across the country in the 2016 Fiscal year. Consequently, NACA wishes to apply these funds to address the gaps in the national HIV prevention and treatment programme.

The Agency hereby invites submission of prequalification documents from interested Suppliers/Contractors/Consultants with cognate experience in the areas listed under schedule (2) below wishing to pre-qualify their Companies to participate in the subsequent bidding processes in thirty-one (32) different areas categorized under goods and services.

#### **SCHEDULE 2 – PRE-QUALIFICATION AREAS**

##### **CATEGORY I – GOODS**

##### **PACKAGE A: SUPPLY OF ANTI-RETROVIRAL/OPPORTUNISTIC INFECTIONS (OI) MEDICINES**

- Lot 1: Supply of First Line Anti-retroviral Medicines
- Lot 2: Supply of Second line Anti-retroviral Medicines
- Lot 3: Supply of HIV Opportunistic infections (OI) Medicines

##### **PACKAGE B: SUPPLY OF HIV/AIDS RAPID TEST KITS**

- Lot 1: Supply of First Line Test Kits
- Lot 2: Supply of Confirmatory Test Kits
- Lot 3: Supply of Tie Breaker Test Kits

##### **PACKAGE C: SUPPLY, INSTALLATION/MAINTENANCE SERVICES OF LABORATORY EQUIPMENT**

- Lot 1: Supply, Installation, and Planned Preventive Maintenance (PPM) of CD4 Machines (Within and outside the warranty period)
- Lot 2: Supply, Installation, and Planned Preventive Maintenance (PPM) of Chemistry Analyzer Machines (Within and outside the warranty period)

Lot 3: Supply, Installation, and Planned Preventive Maintenance (PPM) of Hematology Analyzer Machines (Within and outside the warranty period)

Lot 4: Supply, Installation, and Planned Preventive Maintenance (PPM) of Viral Load Machines (Within and outside the warranty period)

**PACKAGE D: SUPPLY OF LABORATORY REAGENTS FOR ANALYZERS AND POINT OF CARE (POC) MACHINES**

Lot 1: Supply of Reagent for CD4/Point of Care (POC) Machines

Lot 2: Supply of Reagent for Chemistry Analyzer/Point of Care (POC) Machines

Lot 3: Supply of Reagent for Hematology Analyzer/Point of Care (POC) Machines

Lot 4: Supply of Reagent for Viral Load/Point of Care (POC) Machines

**PACKAGE E: OTHERS**

Lot 1: Supply of Medical/Laboratory Consumables

Lot 2: Supply of Project/Utility Vehicles

Lot 3: Supply of Computer Hardware and Accessories

Lot 4: Supply and Installation of LAN/Internet Facilities

Lot 5: Supply of Office Furniture and Fittings

Lot 6: Supply of Office Equipment

Lot 7: Supply of Office Consumables

Lot 8: Printing and Publication of HIV IEC and related Materials

**CATEGORY II – SERVICES**

Lot 1: Provision of Hotel Services in FCT and 36 State Capitals of the Federation (The Hotel must be a Star Rated Hotel)

Lot 2: General Insurance Services

Lot 3: Account Auditing Services (TO conduct the Annual Mandatory Auditing of NACA Account(s))

- Lot 4: Facility Management Services 2
- Lot 5: Cleaning and Landscaping Services
- Lot 6: Security Services
- Lot 7: Retainership for Preventive Maintenance/Repairs of various category of vehicles
- Lot 8: Retainership for Preventive Maintenance/Repairs of electric generating sets of various types/categories.
- Lot 9: Retainership for Supply of PMS/AGO
- Lot 10: Warehousing of HIV Commodities

### **SCHEDULE 3 -GUIDING CRITERIA FOR SELECTION**

Prospective applicants who may be a single entity or consortium but not an individual consultant are requested to submit documents that demonstrate their capacity and capability to undertake these assignments stated in Schedule 2, Categories 1 & 2 above. The submission should provide the following information as enumerated in the General and Specific Criteria below, the two of which shall form the basis for pre-qualification.

#### **General Eligibility Criteria**

- (1) Evidence of registration with Corporate Affairs Commission (CAC) by the inclusion of Certificate of Incorporation.
- (2) Article and Memorandum of Association;
- (3) Evidence of a minimum of Three (3) Years Tax Clearance (2013-2015);
- (4) Evidence of VAT registration;
- (5) Audited Statements of Account for the past three (3) consecutive years (2013 to 2015) where applicable in term of company's year of registration;
- (6) Certificate of Compliance with Pension Reform Act 2004; (applicable on GON/GF funded projects only);
- (7) Evidence of ITF Compliance Certificates (applicable on GON/GF funded projects only);
- (8) Evidence of NSITF Compliance Certificates (applicable on GON/GF funded projects only);

- (9) Evidence of ETF Compliance Certificates (applicable on GON/GF funded projects only);
- (10) For Joint Ventures (JVs) to include Memorandum of Understanding (MoU) indicating the responsibility and duties of the individual firms constituting the JV;
- (11) Evidence of Company Registration in the National Database of Federal Contractors, Consultants and Service Providers (NDCCSPs);
- (12) Company Profile detailing description of similar assignment with verifiable letters of engagement and evidence of successful completion, and any other information that would be of advantage to the company.

### **SPECIFIC ADDITIONAL QUALIFICATION REQUIREMENT**

#### **PACKAGE A:**

- (1) Evidence of WHO Prequalification (Applicable to Lot 1 & 2 only)
- (2) Evidence of Product Registration with NAFDAC
- (3) Product must have passed Phase I&II of Federal Ministry of Health (FMoH) Evaluation
- (4) Annual Turnover must be minimum of 100 Million Naira
- (5) Evidence of completion of previous contract of similar nature in Health Sector to a minimum volume of 100 million
- (6) Evidence of Registration with Pharmaceutical Council of Nigeria
- (7) Evidence of Registration with PMG-MAN (Applicable to Package Lot 3 of Package A only)

#### **PACKAGE B:**

- (1) Evidence of WHO Prequalification
- (2) Evidence of Product Registration with NAFDAC
- (3) Product must have passed Phase I & II of Federal Ministry of Health (FMoH) Evaluation
- (4) Evidence of verifiable current Manufacturer's Authorization
- (5) Annual Turnover must be minimum of 100 Million Naira
- (6) Evidence of completion of previous contract of similar nature in Health Sector to a minimum volume of 100 million

**PACKAGE C:**

- (1) Evidence of verifiable current Manufacturer Authorization
- (2) Equipment must be enlisted in the approved Policy for Procurement of Health and Medical Equipment/List of Manufacturers and Equipment.
- (3) The firm must have proven personnel capability with at least three (3) certified Biomedical Engineers

**PACKAGE D:**

- (1) Evidence of verifiable current Manufacturer Authorization
- (2) Proof of Reagent conformity with respective machines

**CATEGORY II: SERVICES**

- (1) Evidence of Peddling License from Department of Petroleum Resources (DPR) (Applicable to Lot 9 only)
- (2) Personnel must have passed the requirement from appropriate regulatory Authorities
- (3) A verifiable Evidence of the Star Rating and Prove of Compliance with all Standard in the Hospitality Industry of the Country (Applicable to Lot 1 Lot only)
- (4) The Audit Firm must be duly registered with the Office of the Auditor General of the Federation and must have demonstrated experience and knowledge of Audit of the Account to be Audited (Applicable to Lot 3 Lot only)

**(IV) GENERAL TERMS AND CONDITIONS**

- (1) Pre-qualification application should be very clear about the area of competence and interest.
- (2) One submission is expected in every area of interest and not more than two Category/Package areas per each bidder.
- (3) Submission must be in English language only, in four (4) copies (one original and three copies) sealed in an envelope clearly marked “Submission for NACA-Government of Nigeria (GON)/World Bank (WB)/Global Fund (GF) Project – CATEGORY X / PACKAGE X /LOT Number.....” and dropped in the Tender Box provided with acknowledgement to NACA office at the address stated hereunder.
- (4) Every page of the document must be signed

(5) This invitation for Pre-qualification shall not be construed to be commitment on the part of the Agency, to award a contract nor shall it entitle the Tenderer to make any claims whatsoever and seek indemnity from the Agency by virtue of having responded to this advertisement.

(6) Interested bidders may obtain further information at the same address from 09.00 to 15.30 hours local time Mondays to Fridays (except weekends and public holidays).

(7) Submission must be delivered to the same address **on or before 12:00 noon, on Monday 20<sup>th</sup> June 2016.**

(8) All submissions shall be opened immediately on the same date at the NACA Conference Room.

(9) Only prequalified bidders would be contacted for the next stage of the procurement process i.e. issuance of Request for Proposal (RFP) or Invitation to Bid.

(10) The document must be sequentially arranged according to the above listed criteria and failure to comply with any of the above submissions guideline will automatically lead to disqualification

**(V) ADDRESS FOR INFORMATION AND SUBMISSION OF BIDS**

**Attention:**

**Head of Procurement**

**National Agency for the Control of AIDS (NACA)**

**Plot 823, Ralph Shodeinde Street Central Business District, Abuja.**

**Email Address:** [info@naca.gov.ng](mailto:info@naca.gov.ng)

**Tel: +234-9-4613726-9 Fax: +234-9-4613700**

**Signed**

**Director-General, NACA**