



PRE-QUALIFICATION/REGISTRATION OF VENDORS/CONTRACTORS

AMREF HEALTH AFRICA– PROVISION OF GOODS, SERVICES AND WORKS YEAR, 2023-2025

CLOSING DATE: FRIDAY July 7, 2023.

PRE-QUALIFICATION OF SUPPLIERS FOR THE FINANCIAL YEARS 2023-2025.

CATEGORY A: SUPPLY OF GOODS

| Category Number. | Item Description |
|-----------------------|--|
| AHAUG/G/001/2023-2025 | Supply of general stationeries e.g. photocopying papers, pens and all other assorted stationeries. |
| AHAUG/G/002/2023-2025 | Provision of Toner, Ink & Cartridges etc. |
| AHAUG/G/003/2023-2025 | Supplies of office consumables like milk, sugar, nescafé, cocoa, tea leaves etc; toiletries like detergents, toilet tissue, hand wipes, pledge, air fresheners, toilet balls etc; office supplies like moppers, brooms, scouring pads, towels, insecticide kill it etc. |
| AHAUG/G/004/2023-2025 | Supply of office Equipment e.g. Safes, Fax machines, telephone heads etc. |
| AHAUG/G/005/2023-2025 | Supply of Electronic Appliances e.g. TV, Radios, fridges, dispensers, Iron boxes, etc. |
| AHAUG/G/006/2023-2025 | Supply of electronic hard ware related items e.g. sockets, fluorescent fittings/tubes etc. |
| AHAUG/G/007/2023-2025 | Supply of Cleaning Materials and Sundries e.g. soaps, mops, tissues, detergents, jik etc. |
| AHAUG/G/008/2023-2025 | Supply of Foodstuffs (Meat, fruits, vegetables, dry foods, beverages/soft drinks like soda, biscuits, water etc). |
| AHAUG/G/009/2023-2025 | Supply of Relief Non-Food Items E.g. Blankets, Jerrycans, Mosquito Nets, Kitchen Sets, Blankets, Buckets and Basins, Tarpaulins, dignity kits etc. |
| AHAUG/G/010/2023-2025 | Supply of solar panels & accessories. |
| AHAUG/G/011/2023-2025 | Supply of seeds, vegetable seeds and seedlings eg Maize, Beans, G.nuts, Sukuma, Onions, Tomatoes, Egg Plants, Cassava and Potato cuttings, Grafted Mangoes, Oranges, Avocado and other related seeds, vegetables and assorted seedlings'. |
| AHAUG/G/012/2023-2025 | Supply of Assorted Agricultural tools e.g Hoes, Pangas, Axe, Wheelbarrows, Watering cans etc. |
| AHAUG/G/013/2023-2025 | Supply of chicks, chicken feeds, drinkers and feeders etc. |
| AHAUG/G/014/2023-2025 | Supply of animals like goats, cows, sheep etc and all the related animal products like specified food stuff, supply of milk and its products etc. |
| AHAUG/G/015/2023-2025 | Supply of electrical, plumbing and building materials in Amref operational areas e.g. electrical items and fittings, all plumbing fittings, building river sand, coral blocks, bricks, ballast, iron sheets, nails, cement, paints, iron bars and all other hardware items, timber & timber products, wood preservatives & termite killer chemicals etc. |
| AHAUG/G/016/2023-2025 | Supply and Maintenance of Generators, electrical water pumps, Afridev Hand pump etc. |

CATERGORY B: PROVISION OF ASSORTED SERVICES

| Category Number. | Item Description |
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| AHAUG/S/017/2024-2025 | Provision of General office repairs and maintenance e.g. electrical and appliances repair, plumbing services, water tank, office furniture, fixtures and fittings etc. |

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| AHAUG/S/018/2023-2025 | Provision of Comprehensive office and compound cleaning services including mowing and weeding services. |
| AHAUG/S/019/2024-2025 | Provision of Garbage Collection and sewer/exhauster services. |
| AHAUG/S/020/2023-2025 | Provision and Servicing and Maintenance of Medical /Laboratory Equipment. |
| AHAUG/S/021/2023-2025 | Provision of Fumigation, Pest control services and disinfection. |
| AHAUG/S/022/2023-2025 | Provision of Repairs and Maintenance of Motor vehicles, motorcycles and generators |
| AHAUG/S/023/2023-2025 | Provision of Petroleum Products & other consumables e.g. fuel. |
| AHAUG/S/024/2023-2025 | Provision Events management services and hire of Tents, chairs, tables Public address systems, décor and related services. |
| AHAUG/S/025/2023-2025 | Provision of Outside Catering services. |
| AHAUG/S/026/2023-2025 | Provision of Hotel services (Accommodation, Conference, workshops etc). |
| AHAUG/S/027/2023-2025 | Provision of security and related services e.g. alarm response, guard dogs, access control systems, security cameras etc. |
| AHAUG/S/028/2023-2025 | Provision of Occupational Health, safety and firefighting training equipment and services. |
| AHAUG/S/029/2023-2025 | Provision of Collection of sanitary bins. |
| AHAUG/S/030/2023-2025 | Provision of Asset Insurance Services. |
| AHAUG/S/031/2023-2025 | Provision of Road Transport & Logistics Services e.g. haulage, taxi/vehicle hire, hire of trucks for bulk transport services, hire of moving van with public address system etc. |
| AHAUG/S/032/2023-2025 | Provision of Air transport services eg charters and cargo transportation. |
| AHAUG/S/033/2023-2025 | Provision of Water transport, boat hire and cox wine services. |
| AHAUG/S/034/2023-2025 | Provision of Travel agency services e.g. air travel and management services. |
| AHAUG/S/035/2023-2025 | Provision of Courier services. |
| AHAUG/S/036/2023-2025 | Provision of Vehicle, motorcycle and generator repairs and servicing. |
| AHAUG/S/037/2023-2025 | Provision of Vehicle and motorcycle washing services |
| AHAUG/S/038/2023-2025 | Provision of Secretarial services like bulk photocopying and binding etc. |
| AHAUG/S/039/2023-2025 | Provision of Carpentry and Welding services. |

CATERGORY C: PROVISION OF CONSTRUCTION, REHABILITATION, RENOVATION, DRILLING OF WELLS AND BOREHOLES AND ALL OTHER CONSTRUCTION RELATED WORKS AND SERVICES

| Category Number. | Item Description |
|--------------------------|---|
| AHAUG /W&S/040/2023-2025 | Provision of Repair and Maintenance of Buildings like offices, schools, hospitals e.g. general renovations, plumbing, painting, renovations, electrical, masonry etc. |
| AHAUG /W&S/041/2023-2025 | Borehole rehabilitation services. |
| AHAUG /W&S/042/2023-2025 | Drilling production wells and boreholes. |
| AHAUG /W&S/043/2023-2025 | Developing solar powered water systems. |
| AHAUG /W&S/044/2023-2025 | Construction of latrines, schools/classrooms, office buildings, hospitals, dams etc. |
| AHAUG /W&S/045/2023-2025 | Supply and installation of Plastic Water Tanks and Steel Water Tanks. |

CATERGORY D: ICT EQUIPMENT AND SERVICES

| Category Number. | Item Description |
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| AHAUG /ICT/046/2023-2025 | Supply of ICT and Electronic Equipment E.g. Computers, Tablets, Photocopiers, Scanners, Printers, Projectors, Thuraya, Telephone heads, Hard drives etc. |
| AHAUG /ICT/047/2023-2025 | Provision of General equipment repair, maintenance and servicing of telecommunication equipment and accessories and ICT equipment e.g. Laptops and all Computers, PABX, projectors, photocopying machines, telephone heads, Printers and scanners, Servers, Routers etc. |
| AHAUG /ICT/048/2023-2025 | Provision of Voice, Data Communication Services and Computer Networks and Surveillance services. |
| AHAUG /ICT/049/2023-2025 | Provision of Software Solutions and Licensing. |
| AHAUG /ICT/050/2023-2025 | Provision of Internet Services and equipment. |
| AHAUG /ICT/051/2023-2025 | Provision of Repair, Servicing and maintenance of Air Plants e.g. Air conditioner. |

CATEGORY E: HIGH VALUE GOODS AND SERVICES

| Category Number. | Item Description |
|--------------------------|--|
| AHAUG/HVGS/052/2023-2025 | Supply of Office furniture & fittings and curtains e.g. blinds, desks, chairs, book shelves & tables etc. |
| AHAUG/HVGS/053/2023-2025 | Supply of Branded Promotional materials e.g. T-shirts, Banners, Caps, reflector jackets, press jackets, aprons, branded tents, balls etc. and Design and printing of booklets, manuals, pens, posters, calendars, diaries, Christmas cards, brochures. |
| AHAUG/HVGS/054/2023-2025 | Supply of Motor vehicle and cycle spare parts. |
| AHAUG/HVGS/055/2023-2023 | Supply of Motor vehicle and cycle tyres and tubes. |
| AHAUG/HVGS/056/2023-2025 | Supply of Medical /Surgical/Laboratory Equipment and supplies. |
| AHAUG/HVGS/057/2023-2025 | Supply of Human Medical Drugs and vaccines. |
| AHAUG/HVGS/058/2023-2025 | Supply of Veterinary Drugs and Vaccines. |
| AHAUG/HVGS/059/2023-2025 | Supply of New Motor-vehicles dealers. |
| AHAUG/HVGS/060/2023-2025 | Supply of New Motor-bikes and bicycles. |
| AHAUG/HVGS/061/2023-2025 | Provision of TV and Radio services. |
| AHAUG/HVGS/062/2023-2025 | Provision of Petroleum Products & other consumables e.g. fuel. |

CATEGORY F: INSURANCE SERVICES

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|-------------------------|--|
| AHAUG/INS/063/2023-2025 | Provision of Medical Insurance Services. |
| AHAUG/INS/064/2023-2025 | Provision of Group Personal Accident Insurance Services. |
| AHAUG/INS/065/2023-2025 | Provision of Group Life Insurance Services. |
| AHAUG/INS/066/2023-2025 | Provision of Motor Comprehensive Insurance Services. |

CATEGORY G: CONSULTANCIES & OTHER PROFESSIONAL SERVICES

| Category Number. | Item Description |
|--------------------------|---|
| AHAUG/CSPS/067/2023-2025 | Production of Radio and TV Programs, Professional Documenters, photographers, videographers, impact series. |
| AHAUG/CSPS/068/2023-2025 | Events Management services. |
| AHAUG/CSPS/069/2023-2025 | Fire/Safety Services. |

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|--------------------------|---|
| AHAUG/CSPS/070/2023-2025 | Asset Valuations Consultancy Services (Engraving and Tagging). |
| AHAUG/CSPS/071/2023-2025 | Provision of Legal and arbitration services. |
| AHAUG/CSPS/072/2023-2025 | Provision of Radio adverts, News Paper adverts and Campaigns. |
| AHAUG/CSPS/073/2023-2025 | Design, Monitoring & Evaluations – Baselines & Evaluation and Research Evaluation Services i.e baseline, midterm and endline evaluations. |
| AHAUG/CSPS/074/2023-2025 | IT Consultancy – System and Software ware development. |
| AHAUG/CSPS/075/2023-2025 | Organizational Effectiveness Consultancy services. |
| AHAUG/CSPS/076/2023-2025 | Staff wellness like physical fitness exercises. |
| AHAUG/CSPS/077/2023-2025 | Feasibility studies |
| AHAUG/CSPS/078/2023-2025 | Translation Services, guides. |
| AHAUG/CSPS/079/2023-2025 | Audit Services. |
| AHAUG/CSPS/080/2023-2025 | Tax Advisory Services. |
| AHAUG/CSPS/081/2023-2025 | Workshop facilitators, training. |
| AHAUG/CSPS/082/2023-2025 | Insurance brokerage, Risk Management & Pension Consulting Services. |
| AHAUG/CSPS/083/2023-2025 | Human Resource Consultancy Services. |
| AHAUG/CSPS/084/2023-2025 | Consultancy on Cleaning Services. |
| AHAUG/CSPS/085/2023-2025 | Consultancy on Security Services. |
| AHAUG/CSPS/086/2023-2025 | Engineering Consultancy – Design & Supervision ie Clerk of Works Services. |
| AHAUG/CSPS/087/2023-2025 | Hydro-geological and other related consultancy services. |
| AHAUG/CSPS/088/2023-2025 | Provision of Training Consultancy services. |
| AHAUG/CSPS/089/2023-2025 | Provision of services for Entertainers ie band group, word of mouth artists. |
| AHAUG/CSPS/090/2023-2025 | Provision of services for MC's for though leadership webinars, events etc. |
| AHAUG/CSPS/091/2023-2025 | Provision of services for event professional fundraisers. |
| AHAUG/CSPS/092/2023-2025 | Provision of proof reading/editing services for document reviews, alignment and design. |

NOTE:

- a. Dealers and distributors are encouraged to apply
- b. A company can apply for more than one category number upon payment of respective fee per category.

Key Instructions:

1. Interested candidates will obtain Pre-qualification/Registration of suppliers' documents) after payment of a non-refundable fee **PER CATEGORY NUMBER APPLIED FOR.**

2. Payment Fees:

| Category | Kampala /Mukono/Wakiso Pricing | Upcountry Pricing |
|------------|--------------------------------|-------------------|
| Category A | Ugshs. 100,000 | Ugshs. 50,000 |
| Category B | Ugshs. 100,000 | Ugshs. 50,000 |
| Category C | Ugshs. 150,000 | Ugshs. 150,000 |
| Category D | Ugshs. 150,000 | Ugshs. 150,000 |
| Category E | Ugshs. 150,000 | Ugshs. 150,000 |



| | | |
|------------|----------------|----------------|
| Category F | Ugshs. 200,000 | Ugshs. 200,000 |
| Category G | Ugshs. 100,000 | Ugshs. 100,000 |

3. The payment should be made through the bank account as follows:

1. **Absa Bank Limited Account Title: AMREF. Account Number: 0341004853**
2. **Stanbic Bank Account Title: AMREF KITGUM. Account Number: 9030005677423**

4. **Instructions to apply:**

- a. **NOTE: Payment is done for each category. If for example, you are applying for more than one category, you will be required to pay separately for each category, complete a form for each category and place in separate envelopes.**
- b. Download and print the Prequalification bid documents from the Amref Health Africa website
- c. Complete the required information in the bid document.
- d. Place completed pre-qualification documents in plain sealed envelopes & clearly marked on the envelope as below (**Please note, each category will be submitted in a separate envelope**)

- **PRE-QUALIFICATION OF SUPPLIERS 2023-2025:**
- **CATEGORY:**
- **CATEGORY Number:**

e. Well labelled sealed envelope with proof of payment to be delivered/deposited in the respective Tender Boxes availed at the different Amref Health Africa in Uganda offices .

- i. **Kampala office**, Plot 01 Okurut Close, Prince Charles Drive, Opp Lohana Academy in Kololo. P.O. Box 10663 Kampala.
- ii. **Gulu Office** next to the Gulu Blood Bank - Boma Ground.
- iii. **Pader Office** within the Pader District premises.
- iv. **Adjumani Office** at Lajopi Cesia Ward – Adjumani Town Council.
- v. **Arua office** at Plot 29, Mt. Wati Road, Arua City Central Division, Anyafio Central, P.O Box 81 Arua District.
- vi. **Fort Portal Office** within Caritas/Hewasa Office, P. O. BOX 756 FORT PORTAL
- vii. **Iganga Office** at Plot 02 Bayige Road, Nabidonga C Iganga Municipality.
- viii. **Mbale Office** at Plot 06 School Place, Industrial Division, Mbale City – Mbale District.
- ix. **Kalangala Office** at Kalangala Town Council, Kalangala District near court behind the District H/Quarters.

f. **Make sure to sign in the tender book upon depositing your bid**

5. Submission Deadline: Bid documents to be received on or before **Friday July 7, 2023, at 16:00 Hrs.**

6. Bids will be opened at 10:00am on **Monday July 17th, 2023** in the presence of bidders or



candidates' representatives who may choose to attend at Amref Health Africa in Uganda Country Office gardens. Plot 01 Okurut Close, Kololo Opp Lohana Academy

7. Questions Arising from Documents

Questions that may arise from the pre-qualification documents should be directed to the tender committee on the following address: **Email: Ugerp.Tender@amref.org**; for phone clarifications kindly call +256703-330034 or 0703-074035.

8. Mandatory requirements:

1. Copies of Certificate of Registration of Business Name.
2. Copy of valid VAT Registration Certificate if VAT registered.
3. Valid Tax Compliance Certificate from Uganda Revenue Authority e.g Electronic Tax Register (ETR) certificates where applicable
4. Copies of valid TIN Certificate of firm/company/individual.
5. Copy of current valid Trade License/ Current business licenses from relevant authorities e.g City Council.
6. Registration certificates for contractors by Ministry of Works and other relevant authorities for all civil/ works contractors and drilling permits and certifications for all drillers.
7. Letter of recommendation from 3 previous organizations served with similar works.
8. Practicing Certificate for all professionals e.g certificate of affiliated bodies/associations (Pharmacist license, legal, medical, constructions, drilling, etc).
9. Copy of Memorandum of Understanding or Articles of Association.
10. Transport Hire firms must attach evidence of having taken all the Insurance covers for all their fleet.
11. Where mandatory for service provision, each firm must attaché evidence of registration with Professional bodies/Authorities e.g IATA, Municipal / City Council Certificates of health for food stuffs handling,