



EXPRESSION OF INTEREST

DESIGN, SETUP AND INSTALLATION OF A MODERN CONTAINED SERVER ROOM AT THE AMREF INTERNATIONAL UNIVERSITY NORTHLANDS CAMPUS

AMREF HEALTH AFRICA

EOI NO. AMIU/21/05/2024/001

LOT ONE (1)

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PART A: TECHNICAL REQUIREMENTS

SECTION 1: Invitation to Tender

1. Amref Health Africa invites proposals from eligible candidates for various scopes of works to be implemented at The Amref International University (AMIU) Northlands Campus currently under construction in different lots as below;

LOT	DESCRIPTION	LOCATION
1	Design, Setup and installation of a modern contained server room	AMIU Northlands Campus in Ruiru
2	Supply and installation of Pedestrian Management, Hostile Vehicle Mitigation, Baggage Screening Solutions	
3	Supply, Installation, Testing and Training of a Public Address and Voice Evacuation System	
4	Supply, Delivery, Installation, Testing, Training and Commissioning of CCTVs, Intruder Alert & Access Control System	
5	Supply, Delivery and Installation of Electric Fencing	

2. This tender document is only for **Lot Number One (1)**.
3. This is a two-stage tendering process:
 - Stage 1 - Submission of Preliminary and Technical Proposal.

In this stage successful shortlisted proposals will be sent a Terms of Reference (TOR) to respond to with specific details of the final technical solution required by Amref Health Africa.
 - Stage 2 - Submission of Financial Proposal based on the final technical solution requirements.

After evaluation of the bids, there will be contract negotiation for the final award with the successful bidders.
4. Interested eligible candidates may obtain further information from the **Amref Health Africa** website www.amref.org and the **Amref International University** website www.amref.ac.ke
5. Complete sets of tender documents can be downloaded from the Amref Health Africa website; <http://amref.org/expression-of-interest-eoi/> or the Amref International University website <https://amref.ac.ke/tenders/> by interested bidders upon payment of non-refundable fee of Ksh.3,000 PER LOT. The payment should be made through the following Bank account(s): **National Bank of Kenya, Wilson Branch, Account No: 01020058235400.**
6. Candidates will then attach the original banking/deposit slip to the tender documents as proof of purchase. Candidates interested in buying all lots Must pay for the lots separately and attach the original banking/deposit slips respectively.

7. Completed tender documents for preliminary and technical requirements are to be enclosed in a plain envelope (**each LOT in a separate envelope**) marked with the tender reference number, tender name and Lot number. Please note that only one complete tender document per lot is required (Do not provide additional copies per lot).
8. Interested eligible bidders are also invited for a virtual pre-bid conference to be held on **Thursday 23rd May 2024 starting 9 a.m. to 11 a.m.** To access the Link for registration for the pre-bid conference, log onto the Amref Health Africa website; [http://amref.org/expression-of-interest-coi/](http://amref.org/expression-of-interest-<u>coi/</u>) or the Amref International University website <https://amref.ac.ke/tenders/>
9. Tenders must be delivered to the address below not later than **Tuesday 11th June 2024 at 12.00 noon.**
10. Tenders should be dropped at the **Amref International University - Tender Box** at the **Main Reception**. Tenders will be opened at 12 noon on the closing date in the presence of the Tenderers' representatives who choose to attend at the Amref International University Auditorium. Electronic bidding will not be permitted. **No bids will be accepted after 12 noon on the closing day.**
11. Prices quoted should be inclusive of VAT and all other applicable taxes and must be in USD and shall remain valid for 90 days from the closing date of the tender. The prices in your financial cost estimate should be broken down as follows: (Do not key in your financial cost estimate in this section)
 - i. Unit cost per component
 - ii. 16% VAT
 - iii. Other applicable taxes
 - iv. TOTAL Cost

SECTION 2: Instructions to Tenderers

2.1 Eligible Tenderers.

2.1.1 This invitation for tender is open to all eligible tenderers.

2.1.2 Tenderers shall not be under a declaration of ineligibility for corrupt or fraudulent practices.

2.2 Cost of tendering.

2.2.1 The tenderer shall bear all costs associated with the preparation and submission of its bid. Amref Health Africa or its agents, will under no circumstance be responsible or liable for those costs regardless of the conduct or outcome of the tendering process.

2.2.2 **The bidders are expected to undertake site visit and assessment to establish the scope of work. They will need to fill a site visit certificate and ensure it is duly signed and stamped by the designated officers to be attached to their tender.**

2.2.3 Site Visits shall be facilitated at the following dates and time;

Day	Date	Start Time	Contact Persons	Venue
1	Monday, 27th May 2024	2pm – 5pm	Geoffrey Ng'ang'a/ Samuel Njoroge	Amref International University Grounds, Northlands in Ruiru (Entrance Opposite Clay Works)
2	Tuesday, 28th May 2024	2pm – 5pm		

NB: For ease of the process, interested Bidders MUST keep time. Late arrivals will have to reschedule to attend the next available time slot for site visit.
Interested bidders should send the full names and ID numbers of representatives expected to attend the site visit for prior approval to amiu.coo@amref.ac.ke before 6pm the day prior to the visit date.

2.3 Specific Instructions

2.3.1 Bidders must quote for all items and quantities as indicated per Lot in order to qualify for evaluation.

2.3.2 Bids will be evaluated on a lot by lot basis

2.3.3 Submitted proposals including brochures and any other attachments shall be in English.

2.4 Amendment of documents

2.4.1 At any time prior to the deadline for submission of proposals, Amref Health Africa for any reasons, whether at its initiative or in response to a clarification requested by a prospective tenderer, may modify the tender by amendments.

2.4.2 All prospective candidates that have received the tender will be notified of the amendment in writing or by post and will be binding on them.

2.4.3 In order to allow prospective tenderers reasonable time in which to take the amendment into account in preparing their bid, Amref Health Africa at its discretion may extend the deadline for the submission of Proposals.

2.5 Prices and Currencies

2.5.2 The tenderer shall indicate on the appropriate Price Schedule, the unit prices inclusive of all taxes and the total tender price of the items proposed to be purchased under the contract.

2.5.2 Prices quoted by the tenderer shall be fixed during the tender validity period and not subjected to variation on any account. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.

2.5.3 The price quoted shall be in USD.

2.6 Validity of Proposals

2.6.1 Proposals shall remain valid for 90 days after date of tender opening prescribed by Amref Health Africa, pursuant to paragraph 2.10. Tender valid for a shorter period shall be rejected by Amref Health Africa as non-responsive.

2.6.2 In exceptional circumstances, Amref Health Africa may solicit the tenderers consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The tenderer may refuse the request. A tenderer granting the request will not be required nor permitted to modify its tender.

2.7 Sealing and Marking of tenders

2.7.1 The tenderer shall seal the tender and mark it with the number and name of the tender and **“DO NOT OPEN BEFORE 12 noon on Tuesday 11th June 2024”**

2.8 Deadline for Submission of Proposals

2.8.1 Proposals must be received by Amref Health Africa not later than **Tuesday 11th June 2024 at 12 Noon.**

2.9 Modification of Proposals

- 2.9:1 The tenderer may modify or withdraw its tender after the tender's submission provided that written notice of the modification, including substitution or withdrawal of the Proposals, is received by Amref Health Africa prior to the deadline prescribed for submission of Proposals.
- 2.9:2 The tenderer modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.10:1. A withdrawal notice may be sent by email but followed by a signed confirmation copy, postmarked no later than the deadline for submission of tender
- 2.9:3 No tenderer may be contacted after the deadline for submission of Proposals.

2.10 Withdrawals of tender

- 2.10:1 No tender may be withdrawn in the interval between the deadline for submission of Proposals and the expiration of the period of tender validity specified by the tenderer.

2.11 Opening of Proposals

- 2.11:1 Amref Health Africa will open all tenders in the presence of tenderers' representatives who choose to attend at 12 noon, on **Tuesday 11th June 2024** and in the location specified in the tender. The tenderers or representatives who are present shall sign a register evidencing their attendance.
- 2.11:2 The tenderers' names, tender modifications or withdrawals, and the presence or absence of requisite tender security and such other details as Amref Health Africa, at its discretion may consider appropriate, will be announced at the opening.
- 2.11:3 Amref Health Africa will prepare a tender opening report.

2.12 Clarification of Proposals

- 2.12:1 To assist in the examination, evaluation and comparison of Proposals Amref Health Africa, at its discretion, may ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing, and no change in the prices or Substance of the tender shall be sought, offered, or permitted.
- 2.12:2 Any effort by the tenderer to influence Amref Health Africa in the tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

2.13 Evaluation and Comparison of the Proposals

- 2.13:1 Amref Health Africa will examine the Proposals to determine whether they are complete, whether any computation errors have been made, whether required securities/tender purchase have been furnished, whether documents have been properly signed and whether the Proposals are generally in order. After examination a tender that will be determined to be substantially non-responsive, will be rejected by Amref Health Africa.
- 2.13:2 Amref Health Africa will evaluate and compare the Proposals, which have been determined to be substantially responsive.
- 2.13:3 Amref Health Africa will notify bidders who will be required to provide samples in good time with specific sample submission details following finalization of the preliminary evaluation.
- 2.13:4 Amref Health Africa will ensure that the submitted samples are catalogued accordingly and correspond to the assigned bid number(s). The tenderers should ensure that all their samples have been captured correctly.

2.14 Notification of Award

- 2.14:1 Prior to the expiration of the period of tender validity, Amref Health Africa will notify the successful tenderer in writing that the tender has been accepted.
- 2.14:2 Simultaneously the other tenderers shall be notified that their Proposals have been unsuccessful.

2.15 Appeal Period

- 2.15:1 Any vendor/service provider who wishes to appeal against the outcome of the tender shall do so in writing within 3 days of the date of the notification/regret letter. Any letter received after the third day shall not be responded to and shall be treated as null and void. Amref Health Africa shall have dispensed with this procurement.

2.16 Contacting Amref Health Africa

- 2.16:1 No tenderer shall contact Amref Health Africa on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.
- 2.16:2 Any effort by a tenderer to influence Amref Health Africa in its decisions on tender evaluation, tender evaluation committee, or contract award will result in the rejection of the tenderer's tender.

2.17 Lead time and delivery details

- 2:17:1 The supplier should be able to deliver all the requirements they have quoted for as specified in this tender document.
- 2:17:2 The supplier should include delivery schedule with lead times.
- 2:17:3 On arrival the supplies should be free from damage. The supplier shall be liable for all losses due to insufficient of unsuitable packing and delivery arrangements, and shall be liable for the cost of returning any unacceptable supplies.
- 2:17:4 The supplies must be free from objectionable matter and any substances that would represent a hazard to health.

SECTION 3: Eligibility Requirements and Technical Specifications
LOT 1- Design, Supply and Installation of Infrastructure for a Modern Contained Server Room

A: Preliminary Evaluation Criteria

Bids will be evaluated based on the below criteria.

Bids **lacking any of the documents** below will be considered as non-responsive and therefore will be eliminated at this stage.

PRELIMINARY EVALUATION OF MANDATORY REQUIREMENTS				
Mandatory Requirements				
No.	Particulars	Marks	Compliant	Non-compliant
1.	Copy of Certificate of Incorporation/Certificate of Registration.	1 or 0		
2.	Copy of valid KRA Tax Compliance Certificate	1 or 0		
3.	Must attach original banking/deposit proof of purchase of tender documents	1 or 0		
4.	Must provide a copy of Valid business Trading License relevant to this tender	1 or 0		
5.	Must submit copies of 2 most recent audited financial reports (from 2021) and each must be signed by the auditor and the firms Directors. (Both reports must have unqualified/unmodified auditor's opinion).	1 or 0		
6.	Duly signed and Stamped Site Visit Certificate	1 or 0		

Note: All the above documents numbered 1 to 6 should be packaged and arranged in that order under the preliminary evaluation criteria section of the tender document.

B: Technical Evaluation Criteria

TECHNICAL SPECIFICATIONS

Design, Supply and Installation of Infrastructure for a Modern Contained Server Room

		Technical Requirements					
Description	Shall be a fully integrable smart, modern and contained server room comprising of the rack system, electrical, cooling, networking and fire suppression infrastructure.						
					MAX SCORE	SCORE	
Specifications	Server Room comprising of; a. Rack system on a raised floor b. Electrical systems for connection of; - Power distribution - UPS system - Battery system c. Networking system d. Fire Suppression system e. Cooling system						
Installation Requirements	(Supplier to provide)					5marks	
Operational Requirements	(Supplier to provide)					5marks	
<i>Attach a product brochure/catalogue and user manual to highlight the below:</i>							
COMPONENTS							
1. Rack system specifications	Rack max. size (1066.80mm) deep, and 73.6 inches (1866.90mm) tall					10 or 0	
		Parameter	Qty	Requirement	Marks		
	a.	Server Racks	1	42U	5mks		
	b.	Network Rack	1	42U	5mks		
2. Electrical Specifications Components		Parameter	Requirement		Marks	6 or 0	
	a.	Power distribution	provision for redundant power connection to accommodate two (2) 10kVA UPS, 2 Metered PDU for each rack16A, 230V(18)C13 & (3)C19, IEC309, Rack ATS for each rack		2mks		
	b.	UPS system	Provision for two (2) 10kVA UPS		2mks		
	c.	Battery system	Provision for connectivity from a battery backup system to connect to the UPS (above)		2mks		
3. Networking Specifications Components	Provide Trunking provisions for; i. Ethernet (2mk) ii. Fibre (2mk)					4 or 0 marks	

4. Fire Suppression Specifications		Parameters Required	Marks	3 or 0 marks	
	1	Fire suppression system	1mk		
	2	Early smoke detection	1mk		
	3	Fire Alarm system	1mk		
5. Cooling System Specifications	2.5kW precision cooling in the Rack/Top/Row mount type			2 or 0	
Additional Requirements	Requirements		Marks	5 marks	
	Monitoring System	For Temperature, Air flow, Water leak, Smoke, Humidity, Power and Motion detector.	3mk		
	Security Access System	To include; <ul style="list-style-type: none"> • Video monitoring system • At least 3in1 Access control for the following capabilities; <ul style="list-style-type: none"> i. PIN ii. Bio Metric Capability iii. RFID 	2mk		
Documentation Required	The following documents (in English language) should be provided to support the above; <ol style="list-style-type: none"> 1. Certificate of quality and inspection for the Racks; (2mks) 2. User manual, detailing: specific protocols for operation, list of equipment and procedures required for troubleshooting and routine maintenance; (2mks) 			4 marks	
Provide proof of deployment of a contained server room in the last 5 years (2019 to date) specifying the value (<i>Purchase orders/Invoices/contracts</i>) <ul style="list-style-type: none"> • Supply above 15M (10mks) • Supply above 10M but less than 15M (5mks) • Supply below 10M (2mks) • No proof of supply attached (0mk) <p style="text-align: right;">Max: 10mks</p>				10 marks	
TOTAL SCORE				55 marks	

Note: Bidders who will not score at least 40 out of 55 marks will be considered non-responsive and will not proceed to the second stage.

SECTION 4: Confidential Business Questionnaire

You are requested to give the particulars indicated in part 1 and either part 2(a), 2(b) or 2(c) whichever applies to your type of business.

PART 1 - General

Business Name:

Location of Business premises:

Country/Town.....

Postal Address:

Code: Town:

Tel No.:

E-mail: Fax:

Nature of Business:

Part 2 (a) - Individuals

Your Name in full:

Nationality: Country of Origin:

Citizenship details:

PART 2 (b) - Partnership

	Name	Nationality	Citizenship Details	Shares
1.
2.
3.

PART 2 (c)- Registered Company

Private or Public:

.....

State the nominal and issue capital of the company.....

Nominal

USD/Kshs:

Issued

USD/Kshs:

Give details of all directors as follows:

	Name	Nationality	Citizenship Details	Shares
1.
2.
3.



SECTION 5: Certificate of Site Assessment

This is to certify that:

[Name/s]

.....

Being the authorized representative/Agent of [Name of Tenderer]

.....

.....

participated in the site assessment for the Design, Setup and installation of a modern contained server room
TENDER NO. AMIU/20/05/2024/001- LOT 1

..... day of.....20.....

Signed: (Name).....(Sign):.....

(Security Officer)

Signed: (Name).....(Sign):.....

(ICT Officer)

NOTE: This form is to be completed during the site assessment.

SECTION 6: References

BANK REFERENCES	
BANK HOLDING MAIN ACCOUNT	
Bank name and address	
Name of account	
Account number	How long open?

COMMERCIAL REFERENCES	
Provide names and contract details of two customers who may be approached to verify your capacity to perform against similar contracts.	
INTERNATIONAL TRADE REFERENCE – CUSTOMER 1	
Name and address	
Activity	Period of relationship
Contact name	Fax no.
Telephone No.	
INTERNATIONAL TRADE REFERENCE – CUSTOMER 2	
Name and address	
Activity	Period of relationship
Contact name	Fax no.
Telephone No.	

SECTION 7: Schedule of requirements

DESCRIPTION	QTY	UOM	Delivery Location
Design, Supply and Installation of infrastructure for a modern contained server room	1	Unit	AMIU Northlands Campus

PART B: ESTIMATED COST OF PROPOSAL

SECTION 1 Estimated Cost

NAME OF TENDERER	SPECIFICATIONS	QTY	UNIT PRICE	VAT	OTHER TAXES	TOTAL	REMARKS
	TOTAL						

SECTION 2 Delivery lead time

DESCRIPTION	QTY	UOM	DELIVERY LEAD TIME	REMARKS
	TOTAL			

Note. In case of discrepancy between the unit price and total, the unit price shall prevail.

Currency	GRAND TOTAL	In Figures
		In Words
Bidder's Name and Address	Date	Signature and Stamp

Note: Indicate breakdown of all taxes.

DECLARATION

I/We have completed this form (s) accurately at the time of reply and it is agreed that all responses can be substantiated, if requested to do so, and that any inaccuracy in the information filled herein will lead to disqualification of the tenderer.

For and behalf of:

Name:

Date: Signature