



REQUEST FOR PROPOSALS

CONSULTANCY FOR SUPERVISION OF OXYGEN INFRASTRUCTURE WORKS AND PROVISION OF BIOMEDICAL ENGINEERING EXPERTISE IN FOCUS COUNTIES IN KENYA

AMREF HEALTH AFRICA IN KENYA

TENDER NO. AMREF/20/09/2024/019

TERMS OF REFERENCE FOR BIOMEDICAL ENGINEERING FIRMS

LOT ONE (1)

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SECTION A

1 Introduction

Amref Health Africa invites sealed bids from eligible biomedical engineering firms and consultants to provide expertise to supervise various oxygen infrastructure works as per the lots below;

Lot No	Description
1	Biomedical Engineering Consultancy Firms to Provide Expertise on Oxygen Provision, Related Medical Equipment Deployment and Services
2	Biomedical Engineering Consultants (Individual) to Provide Expertise on Oxygen Provision, Related Medical Equipment Deployment and Services

This RFP document is only for Lot Number One (1).

2 Amref Health Africa

Amref Health Africa, headquartered in Kenya, remains the largest Africa-based international non-governmental organisation currently running programmes in over 35 countries in Africa with lessons learnt over 60 years of engagement with governments, communities and partners to ensure sustainable health access in Africa. Amref Health Africa also incorporates programme development, fundraising, partnership, advocacy and communication offices in Europe and North America as well as subsidiaries including Amref Flying Doctors, Amref International University (AMIU) and Amref Health Innovations.

Amref Health Africa in Kenya is an independent non-profit, non-governmental organization (NGO) founded in 1957. The organization has footprint in all the 47 counties, that is both physical and through partners. Amref in Kenya believes that the power for lasting transformation of Africa's health lies within its communities and works side by side with individuals in communities to empower them to build the knowledge, skills and means to transform their own health.

Amref Health Africa's Strategy Goal is to advance Africa's health by catalyzing an evidence-based movement aimed at reducing the gap between communities and the rest of the health system using a series of programme drivers that are crosscutting and process-based. The programme themes that will lead to realization of the strategy are partnership with communities for better health; building capacity for strengthened communities and health system responsiveness and health systems research for policy and practice.

Amref Health Africa's vision is for lasting health change in Africa and is committed to improving the health of people in Africa by partnering with and empowering communities, and strengthening health systems. Our mandate is executed through a systems approach through the following programme areas: HIV/AIDS, TB and Malaria, Health Systems Strengthening (HSS), WASH & NTDs, RMNCYAH, and Non-Communicable Diseases.

3 Background:

Since COVID, Oxygen has emerged as one of the essential commodities in the management of COVID-19 specifically for cases requiring breathing support making it critical to have adequate and consistent supply.

Pre-COVID-19, availability of oxygen was low across Kenya particularly in the public health facilities estimated at 16%, and where available the supply has not been optimal and lacked the necessary distribution and delivery infrastructure to the user points. Some progress has been reported in the recent past as counties and facilities have established infrastructure to support oxygen therapy. Some installed oxygen-generating plants, a few installed bulk liquid oxygen tanks while others set aside resources to procure more oxygen in cylinders as well as investments in the diagnostic tools in the form of pulse oximeters.

Despite these investments, access barriers have been observed. In places where onsite generating plants are available, these were piped to one or two units therefore limiting supply to a few patients. Equipment failure and lack of spare parts have also been reported in this category. Where cylinders are used, these are by the bedside per patient- a situation to improve..

Amref Health Africa in Kenya through the Global Fund COVID-19 Response Mechanism (C19RM) is supporting the following infrastructure works;

1. Supply of oxygen through procurement of liquid oxygen, onsite generating PSA plants and cylinders;
2. Installation of high-volume supply capacity through bulk liquid tanks, PSAs and centralized manifolds accompanied by oxygen piping to bed outlets; and
3. Supply of oxygen therapy kits (humidifiers, regulators, flow meters) to facilities using cylinders.

In this regard, Amref Health Africa in Kenya seeks to recruit biomedical engineering Consultants to provide expertise to supervise the above infrastructure works. The consultants will work closely with Amref Health Africa in Kenya team, Ministry of Health, and the County Health Departments.

4 Key Tasks:

The biomedical engineering consultancy firm(s) will provide technical supervision to the contractors in the provision of oxygen in the focus counties in Kenya. The consultant will work closely with the Amref team to ensure the installation and commissioning of the procured equipment for delivery of oxygen takes place at identified sites.

The assignment requires travels to various sites as per the clusters listed in Annex 1.

The successful consultancy firm(s) will be allocated facilities in any of the clusters listed in Annex 1 (to be determined by Amref Health Africa) and contracted to supervise the facilities in each cluster(s) and will be expected to make at least 3 trips per facility in the cluster awarded as per the stages indicated in 5.1 of this document and cover at least 2 facilities per day owing to most of them being in close proximity.

5 Key Responsibilities:

5.1 Reporting to the Amref Oxygen Project Team:

The BME consultancy firm(s) shall;

1. Prepare and submit an inception and implementation plan per LOT;
2. Provide working Schedule and supervision plans in form of a gantt chart. This shall be project overview and scope abstract' with methodology with measurable factors involved in a robust, safe and operations Medical Gas Piping System (MGPS) for Oxygen delivery.

5.1.1 Stage 1: Preliminary:

1. Involving Facility and County Biomedical Engineers in suitable site identification, determination of terminals outlets points and taking measurements for the piping and oxygen supply installation requirements. This will be done if need for assistance is identified by a contractor.
2. Ensure all sites are ready for the insatallation of Liquid oxygen, PSA plants and piping & manifold systems by providing working drawings to the contractors, for each site using information from the Amref Oxygen Project Team, Provided BoQs and the county BMEs data.
3. Thorough inspection of Equipment for quality and standards compliance for each component of the oxygen ecosystem and supply network. - e.g. Plants, Cryogenic LiOX Tanks systems, manifolds, copper pipes and outlets as well as electrical standards for the power panels.
4. Inspection for compliance with the standards and Memoranda like HTM 02 part 2, ISO 7396-1: 2016 and ISO 13485 (Medical Gas Piping System installation, tests and compliance assessments) for the materials, installation process and on installed and commissioning works.
 - a. These shall include but not limited to the following;
 - i. Handling to maintain the inertness of the copper pipes and outlets as well as the manifolds.
 - ii. Pipeline cacarsing, chasing and trunking workmanship acceptance.
 - iii. Harnessing infrastructure and standards such as height and anchoring strength.

5.1.2 Stage 2: Work Supervision:

The Consultancy firm will share traveling plans for each site to be visited for approval by contractors and Amref Oxygen Project Team.

1. Provide a signed and stamped site attendance sheets as a proof the site visit.
2. Dully fill the provided supervision template with the following considerations;
 - Inspect, qualify and quantify the delivered materials, equipment and machines and create inventory for the same at all sites.
3. Adhere to work ethics in all sites.
4. Ensure work schedules are adhered to and manage variances in time, scope and budget.
5. Involvement of the appointed site managers (e.g County/facility Bio Medical Engineers, public works officers among others) in work harmonization.
6. Submit weekly reports of work progress and manage contractors' activities to achieve set project timelines and standards.

7. Ensure compliance to medical gases work safety at work regulations and rules.
8. Provide an appraisal report on the performance of the contractors.

5.1.3 Stage 3: Testing, Commissioning and Handing Over:

1. Jointly with the Contractor conduct and document Testing and commissioning of oxygen provision in the facilities. This shall include but not limited to the following (as per HTM 02 part 2, ISO 7396-1: 2016 and ISO 13485 standards);
 - Pressure tests
 - Leakage test method and compliance values
 - Flow rate test method and results
 - Oxygen purity and cleanliness.
 - Interaction, compatibility and automatic changeability to the other primary or secondary sources of oxygen.
 - Confirm that the User and Technical training for BMEs has been conducted and countersign training certificates/reports.
 - Draw and adapt a monitoring tool for maintenance schedule during the Contractors warranty period.
2. Facilitate contractors work handover reports to Amref Oxygen Project Team for sign off of the completed works.
3. Submit final project report to the Amref Oxygen Project Team for review.

6 Amref Health Africa Obligations

Amref Health Africa will facilitate the successful consultant(s) with the following;

1. Transport to and from the facilities
2. Accommodation
3. Lunch, Dinner and Out of Pocket allowances as per Amref Rates

7 Period of Performance

The implementation period is expected to run from November 1st 2024 to December 12th 2025 or until the contractors complete the assigned works, whichever comes first. The contract shall come to an end at the closure of the assigned works (tie the consultancy firm to the assigned vendor's works)

8 Deliverables:

1. Site inspection reports
2. Work supervision reports
3. Signed Off Installation and variation management.
4. Endorsed Testing and commissioning report
5. Endorsed Completion Certificates and reports.

9 Specific Instructions:

1. Complete sets of tender documents can be downloaded from Amref Health Africa website; <http://amref.org/tenders/> by interested bidders upon payment of non-refundable fee of **Ksh.1,000 PER LOT**. The payment should be made through the following Bank account(s): **Kenya Commercial Bank, Kipande House Branch, Account No: 1111429243 OR National Bank of Kenya, Wilson Branch, Account No: 01020058235400 or via MPesa Paybill 890750, Account AMREF /20/09/2024/019**
2. The bidders will then attach the Mobile money deposit receipt/ original banking deposit slip as proof of purchase of tender documents.
3. 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 and tender name. The financial bid **MUST** be in a separate envelope marked with the tender reference number, tender name, vendors name and vendors contact details. The financial bid will only be opened for those bidders who will have qualified in the technical evaluation). Please note that only one complete tender document is required (Do not provide additional copies per lot).
4. Tenders must be delivered to the address below not later than **Friday 4th October 2024 at 12.00 noon**.
5. Tenders should be dropped at the **Amref Health Africa Kenya Country Office Big 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 Health Africa Large Lecture room. Electronic bidding will not be permitted. **No bids will be accepted after 12 noon on the closing day.**
6. Prices quoted should be inclusive of VAT and all other applicable taxes and must be in Kenya Shillings and shall remain valid for 90 days from the closing date of the tender. The prices in your financial quotation should be broken down as follows: **(Do not key in your financial quotation in this section)**.
 - i. Daily Consultancy Rate
 - ii. Less 5% Withholding Tax
 - iii. Net Consultancy Fee

NOTE: Global Fund grants are tax exempt. Bidders will be required to submit quotations inclusive of 16% VAT. Payment(s) to the successful bidder(s) shall be made in total exclusive of VAT and tax exemption certificate will be issued accordingly. Successful applicants shall be required to submit proforma invoice and valid tax compliance certificate upon receipt of LPO for processing of specific VAT exemption certificate.

7. Validity of Tenders.

Tenders shall remain valid for 90 days after date of tender opening prescribed by Amref Health Africa. Tender valid for a shorter period shall be rejected by Amref Health Africa as non- responsive. 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.

8. Pre-Bid Conference

Interested eligible bidders are also invited for a pre-bid conference to be on **Tuesday 24th September 2024** starting **10 a.m. to 11 a.m.** To access the Link for registration for the pre-bid conference, log onto Amref Health Africa website <http://amref.org/tenders/>

10 Eligibility Requirements and Technical Specifications:

10.1 Preliminary Evaluation Criteria:

Proposals received 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.

No.	Mandatory Requirements	Score
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 provide a copy of valid business Trading License relevant to this tender.	1 or 0
4.	CR 12 (Submit current CR12 from the Registrar of Companies (generated not earlier than August 2023) or copies of identification cards for Sole Proprietors/Partnerships)	1 or 0
5.	Must attach original deposit/banking slip/MPesa Reference as proof of purchase of tender documents	1 or 0
6.	Must submit copies of the most recent 2 yrs audited financial reports (from 2021) and each must be signed and dated by the auditor and the firms Directors. (Both reports must have unqualified/unmodified auditor's opinion).	1 or 0
(Bids missing any one of the 6 requirements listed above shall be disqualified at this stage.)		

10.2 Technical Evaluation Criteria:

No.	Technical Requirements	Max Score	Score
The firm should have experts with appropriate training in biomedical engineering, skills, and abilities listed and meet the level of education, training, and/or work experience required.			
1.	a. Attach a detailed Company Profile (5 Marks) b. Provide an organogram of the company, including key personnel (management and technical teams) (5 Marks)	10 Marks	
2.	Must attach CVs and professional certificates of Lead Consultant and core team members, which should outline their qualifications and relevant experience. BioMedical Engineer (Team Leader/Lead Consultant) (Qualification – Relevant University Degree/Higher National Diploma) i. At least 7 years’ experience..... [6 Marks] ii. More than 3 years’ but less than 7 years experience..[3 Marks] iii. Less than 3 years’ experience[2 Marks] iv. No CV provided/Irrelevant qualifications.....[0 Marks] <p style="text-align: right;">(Max 6 mks)</p> <u>List of proposed team members should include;</u> a) Construction Engineer (Qualification –Diploma holder or higher) provide at least 2 engineers. i. At least 5 years’ experience [4 Marks each] ii. Less than 5 years’ experience [2 Marks each] iii. No CV provided/ Irrelevant qualifications... [0 Marks] <p style="text-align: right;">(Max 8mks)</p> b) BioMedical Engineering technician/technologist (Qualification – Diploma in Bio medical engineering or higher) provide at least 3 i. At least 5 years’ relevant experience [2 Marks each] ii. Less than 5 years’ relevant experience [1 Mark each] iii. No CV provided /Irrelevant experience..... [0 Marks] <p style="text-align: right;">(Max 6 mks)</p>	20 Marks	
2.	Attach reference letters/ contracts for completed consultancies/assignments (or ongoing works) from previous clients, in the last 5 years(from 2019) with work related to the field	10 Marks	

	of biomedical engineering with proof of medical gases piping system related services i. Not provided/Irrelevant(0 mark) ii. Only 1 assignment(1 mark) iii. 2 assignments(5 marks) iv. 3 assignments or more(10 marks)		
	TOTAL MARKS	40 Marks	

NB: The pass mark for technical evaluation will be 28 marks out of 40 marks. Bidders who score below the pass mark will be considered non-responsive and will not move to the next evaluation stage (financial evaluation).

11 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:
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1.

2.

3.

PART 2 (c) – Registered Company

Private or Public:

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

Nominal USD:

Issued USD:

Give details of all directors as follows:

Name:	Nationality:	Citizenship	Details:	Shares:
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1.

2.

3.

SECTION B

Financial Proposal: (To be enclosed in a separate envelope)

(must be in Kenya Shillings)

Item Description	Daily Consultancy Fee Rate (Kshs.)
BME Firm Daily Rate	
Less 5% Withholding Tax	
Net Consultancy Fee	

Annex 1: Scope of Works

CLUSTER	COUNTIES	NAME OF FACILITY		
1	Garissa	Iftin Sub County Hospital		
		Modogashe Sub County Hospital		
	Mandera	Lafey Sub County Hospital		
	Wajir	Eldas Sub County Hospital		
		Griftu District Hospital		
		Bute District Hospital		
		Tarbaj Sub County Hospital		
2	Samburu	Kisima Health Centre		
		Samburu County Referral Hospital		
		Archers Subcounty Hospital		
	Laikipia	Laikipia Nanyuki Teaching and Referral Hospital		
		Kinamba Sub County Hospital		
	Nakuru	Elburgon Sub County Hospital		
		Kabazi Sub County Hospital		
		Molo Sub County Hospital		
		Nyamamithi Health Centre		
		PGH Annex Level 4 Hospital		
		Subukia Sub County Hospital		
		Bahati Sub County Hospital		
		Gilgil Sub County Hospital		
		Kiptangwany Health Centre		
		Njoro Sub County Hospital		
		Olunguruone Hospital		
		Sachangwan Health Centre		
		3	Kericho	Ainamoi Level 3 Hospital
				Londiani Sub County Hospital
Sosiot Health Centre				
Forttenant Sub County Hospital				
Roret Hospital				
Sigowet Sub County Hospital				
Unilever Hospital				
Narok	Oloolunga Sub County Hospital			
	Nairage Enkare Health Centre			
	Lolgorian Sub County Hospital			
	Emurua Dikirr Sub County Hospital			
Bomet	Kapkoros Hospital			

		Kaplong St Claras Mission Hospital
		Sigor Sub County Hospital
		Cheptalala Sub County Hospital
		Koiwa Sub County Hospital
		Ndanai Sub County Hospital
4	Busia	Khunyangu Sub County Hospital
		Port Victoria Hospital
		Teso North Sub County Hospital
		Nambale Sub County Hospital
		Sio Port Sub County Hospital
	Siaya	Ambira Sub County Hospital
		Rwambwa Sub County Hospital
		Bondo County Referral Hospital
		Yala Sub County Hospital
	Kisumu	Chulaimbo Sub County Hospital
		Katuitu Sub County Hospital
		Lumumba Sub County Hospital
		Muhoroni County Hospital
		Nyakach County Hospital
		Kisumu County Referral Hospital
		Ahero Sub County Hospital
		Gita Sub County Hospital
		Kombewa Sub County Referral Hospital
		Manyuanda Sc Hospital
Nyahera Sub District Hospital		
Nyamarimba Sc Hospital		
CLUSTER	COUNTIES	NAME OF FACILITY
5	Turkana	AIC Kalokol
	Nakuru	Our Lady of Mercy Mission Hospital
	Uasin Gishu	Rcea Plateau Uasin Gishu
	Nandi	Mother Francisca Mision Hospital
	Trans-Nzoia	St. John's Mission Hospital Sirende
	Baringo	Mercy Mission Hospital
	West Pokot	Chesta Dispensary
	Elgeyo-Marakwet	Chesongoch Mission Hospital
	Narok	St. Joseph Mission Hospital Kilgoris
	Kericho	Litein AIC
6	Kwale	Sisters of St. Joseph Catholic Dispensary
	Mombasa	Mewa Hospital

	Lamu	Maria Teresa Nuzzo
	Mombasa	Mbungoni Catholic Dispensary (Cbhc)
	Kilifi	Tawfiq Muslim Hospital
	Kilifi	Oasis Medical Center
	Tana River	Daba AIC Dispensary
	Taita–Taveta	St. Joseph Shelter of Hope, Voi
	Kitui	Muthale Mission Hospital
	Makueni	Kikoko Mission Hospital
	Mandera	Mandera North Sub County Hospital (Rhamu)
	Garissa	Sister Maternity Homses (Simaho)
7	Embu	Consolata Hospital Kyeni
	Meru	Christian Community Services Dispensary
	Isiolo	Matercare Maternity Hospital
	Isiolo	Aic Dispensary
	Marsabit	Gatab Health Centre
	Laikipia	Pope Benedict Xvi Catholic Hospital Nyahururu
	Kajiado	Beacon of Hope Ongata Rongai
	Kirinyaga	Ack Mt Kenya Hospital
	Nyeri	Consolata Hospital Mathari
	Murang'a	Assumption of Mary Ithanga Health Center
	Kiambu	Nazareth Ruiru Hospital
	Kiambu	Kimende Orthodox Health Center and Maternity Home
8	Nairobi	St.Scholastica Uzima Hospital
	Kisii	Gesusu SDA Dispensary
	Nyamira	Itibo Adventist Mission Hospital
	Migori	St Joseph Mission Hospital Migori
	Homa Bay	St Paul's Mission Hospital
	Kisumu	Ack Maseno
	Kisumu	Awasi Catholic Mission Dispensary
	Siaya	Dolphin Nursing Home
	Kakamega	Namasoli Health Center
	Vihiga	Itando Mission Hospital
	Busia	Namboboto ACK
	Bungoma	Icfem Dreamland