# TENDER NOTICE

## SUPPLY AND DELIVERY OF VARIOUS LABORATORY EQUIPMENT

**AMREF HEALTH AFRICA**

**TENDER NO./AMREF/21/01/2025/002**

**LOT FOUR (4)**

**SUPPLY AND DELIVERY OF HAEMATOLOGY, URINE READER AND COAGULOMETER.**

## Table of Contents

**PART A: TECHNICAL REQUIREMENTS**

**SECTION 1: Invitation to Tender**

1. Amref Health Africa invites sealed bids from eligible candidates for supply and delivery of various laboratory equipment as per the lots listed below;

| Lot | Description | Qty | UOM | Delivery Location |
|---|---|---|---|---|
| **1** | Supply and delivery of Biosafety Cabinets Class 2 | LOT | 1 | As per the distribution list |
| **2** | Supply and Delivery of Biochemistry & Electrolytes Analyzers | LOT | 1 | As per the distribution list |
| **3** | Supply and delivery of Bacteriology & Immunoassay Machines | LOT | 1 | As per the distribution list |
| **4** | Supply and Delivery of Haematology & Urine reader | LOT | 1 | As per the distribution list |
| **5** | Supply and Delivery of Safety equipment | LOT | 1 | As per the distribution list |
| **6** | Supply and Delivery of Auxilliary equipment | LOT | 1 | As per the distribution list |
| **7** | Supply and Delivery of Cold chain equipment | LOT | 1 | As per the distribution list |
| **8** | Supply and Delivery of Basic laboratory equipment | LOT | 1 | As per the distribution list |

2. This tender document is only for **Lot Four (4)**.

3. Interested bidders MUST pay a non-refundable fee of **KES 2,000 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/21/01/2025/002**

   **NOTE:** Amref Health Africa will not issue eTIMS receipt for payment made.

4. The bidders will then attach the Mobile money deposit receipt/original banking deposit slip as proof of purchase of tender document.

5. 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. Within the single outer envelope, **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).**

6. Tenders must be delivered to the address below not later than **Tuesday 04th February 2025** at **12.00 noon** and must be accompanied by a tender security of **KES 670,000.00** in the Currency specified in the tender document in the form of a bank guarantee from a reputable bank and must be delivered with the Tender Documents in the technical bid**, (bid bonds from insurance companies will NOT be accepted)**. The tender security validity period from date of closing tender should also be indicated.

7. Interested eligible bidders are also invited for a virtual pre-tender conference to be held on **Friday 24th January 2025 starting 12PM**. Register in advance for this meeting;

   https://amref.zoom.us/meeting/register/fmYBzqPBRDWD8MYCooy7lQ

   After registering, you will receive a confirmation email containing information about joining the meeting.

8. Completed Tender Documents are to be enclosed in a plain sealed envelope(s) clearly marked with the tender name and tender reference number and should be addressed to the following address:

   **Group Financial Resources Director**
   **Amref Health Africa**
   **P.o. Box 30125-00100,**
   **NAIROBI**

9. Tender Documents should be received on or before **Tuesday 04th February 2025** at **12.00 noon** at the **Amref Health Africa Kenya Country Office Tender Box** at the **Main Reception**. Electronic bidding will not be permitted. Late tenders will be rejected. Tenders will be opened immediately thereafter in the presence of the Tenderers' representatives who choose to attend the tender opening ceremony at the Amref International University.

10. 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) Unit price
    (ii) 16% VAT
    (iii) Other applicable taxes
    (iv) Transport Cost if applicable
    (v) TOTAL COST

**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 PO for processing of specific VAT exemption certificate.**

## SECTION 2: Instructions to Tenderers

### 2.1 Eligible Tenderers

2.1.1 This Invitation for Tender is open to all eligible bidders.

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.

### 2.3 Specific Instructions

2.3.1 Bidders must quote for all items and quantities as indicated in the tender document in order to qualify for evaluation.

2.3.2 The final bound tender document must be serially paginated (All pages in the document from top page (immediately after top cover) to the last page (one before back cover) including table of content, separators, brochures, bank deposit slip and any other attachments) in a continuous ascending order from the first page to the last in this format; 1,2,3……n where n is the last numerical page number.

2.3.3 Bids will be evaluated in a lot by lot basis

2.3.4 The submitted tender document including brochures and any other attachments shall be written in English.

2.3.5 The following is the list of the countries whose NRAs (National Regulatory Authorities) are designated as SRAs (Stringent Regulatory Authorities):

Australia, Austria, Belgium, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Japan, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom, United States of America, Norway.

Refer to this website for more details/information: (www.who.int/initiatives/who-listed-authority-reg-authorities/SRAs )

2.3.6 Amref effectively checks the validity of the CE certificates (or equivalent documents such as ISO certificates) with issuing authorities and bidders are fully expected to do the same before submission

### 2.4 Amendment of documents

2.4.1 At any time prior to the deadline for submission of tenders, 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 documents by amendments.

2.4.2 All prospective candidates that have received the tender documents 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 tenders, Amref Health Africa at its discretion may extend the

deadline for the submission of tenders.

**2.5 Tender Prices and Currencies**

2.5.1 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 **Kenya Shillings**.

**2.6 Validity of Tenders**

2.6.1 Tenders 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 tender reference number and tender name and **"DO NOT OPEN BEFORE 12 noon** on **Tuesday 04th February 2025**

**2.8 Deadline for Submission of Tenders**

2.8.1 Tenders must be received by Amref Health Africa at the address specified not later than **12 noon,** on **Tuesday 04th February 2025**

**2.9 Modification of Tenders**

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 of withdrawal of the tenders, is received by Amref Health Africa prior to the deadline prescribed for submission of tenders.

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 tenders.

**2.10 Withdrawals of Tender**

2.10.1 No tender may be withdrawn in the interval between the deadline for submission of tenders and the expiration of the period of tender validity specified by the tenderer.

2.10.2 A bidder who withdraws its tender after the deadline for submission will forfeit its bid security deposit.

### 2.11 Opening of Tenders

2.11.1 Amref Health Africa will open all tenders in the presence of tenderers' representatives who choose to attend the tender opening ceremony at **12 noon, on Tuesday 04th February 2025** 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 Tenders

2.12.1 To assist in the examination, evaluation and comparison of tenders 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 Tenders

2.13.1 Amref Health Africa will examine the tenders 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 tenders 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 tenders, 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 tenders 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 working 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 Leadtime and Delivery Details

2.17.1 The supplier should be able to deliver the items in the lot(s) 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

### 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**

| | **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 Mobile money deposit receipt/original banking deposit slip as proof of purchase of tender documents **(If applying for more than one LOT, provide specific payment for each LOT)** | 1 or 0 | | |
| 4. | Must provide a copy of valid business Trading License | 1 or 0 | | |
| 5. | Submit a current CR12 from the Registrar of Companies (generated not earlier than **December 2023**) or copies of identification cards for Sole Proprietors/Partnerships | 1 or 0 | | |
| 6. | Must provide tender security from a reputable bank amounting to **KES 670,000.00** (Original Tender security must be attached per lot) valid until **Sunday 03rd August 2025** | 1 or 0 | | |
| 7. | Must submit copies of the most recent 2 sequential audited financial reports (not older than 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 | | |
| 8. | **ENSURE** that all pages are sequentially paginated in the format 1, 2,3 …. starting with 1 on the top page ***(see details of pagination and binding on sections 2.3.1 and 2.3.2 of the tender document).*** | 1 or 0 | | |

**Note: All the above documents numbered 1 to 8 should be packaged and arranged in that order under the preliminary evaluation criteria section of the tender document.**

**a) Technical evaluation criteria**

| | Detailed technical Specifications/ Description of requirements | Max | Score |
|---|---|---|---|
| | **Compliance with Technical Specifications for the following items; (Attach brochures and/or manuals from the manufacturer to support the specifications below)** | | |
| 1 | Provided Specifications for the items below; | **32 or 0** | |

**Automated Hematology Analyzer**

**1. General Description**

Capable of measuring RBC, WBC, HCT, MCV, MCH, MCHC, PLT and at least 10 other parameters and 5 differentials. The unit should be automatic, with electronic digital read out, dilutor and inbuilt or external printer.

**Performance Specifications**

***Main Unit***

| | |
|---|---|
| Measuring parameters | 18 or more **(1 Mark)** |
| Accuracy | RBC ±2%, WBC ±3%, Hb ± 2% **(1 Mark)** |
| Differential | At least 5 **(1 Mark)** |
| Tests per hour | 60 or more **(1 Mark)** |
| Sample volume | at least 80ul **(1 Mark)** |
| Measuring time | Minimum60seconds **(1 Mark)** |
| Temperature correction | Automatic **(1 Mark)** |
| Display | Digital display **(1 Mark)** |
| Printer | In built printer or external printer **(1 Mark)** |
| Size | 350-550W X 250-350D X 300-450H mm **(1 Mark)** |
| Weight | 20-60kg **(1 Mark)** |

***Physical characteristics***

| | |
|---|---|
| Main unit | Bench top **(1 Mark)** |

***Operating environment***

| | |
|---|---|
| Power Requirements | 220-240V, A/c 50-60 Hz, Single phase **(1 Mark)** |
| Ambient temperature | 10° C to 40° C **(1 Mark)** |

***Accessories***

**UPS**

| | |
|---|---|
| Capacity | 3000KVA or more **(1 Mark)** |
| Input | Ac 220-240V, 50-60Hz, Single phase **(1 Mark)** |
| Output | Ac 220-240V, 50-60Hz, Single Phase **(1 Mark)** |
| Power Cable | UK 3-pin plug **(1 Mark)** |

***Consumables/Reagents***

Must provide a commitment letter to provide a Start-up kit (Specify composition) at each facility with at least;

- Complete set of reagents for 500 tests
- Quality Control Materials for 1 month
- Online EQA platform
- All necessary calibrators

Provided **(3 Marks)**
Not Provided **(0 Marks)**

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |
| | | | ***Quality standards*** | | |
| | | | Manufacturing standards | IEC 60601-1 or 13485 or ISO 9001 or any other internationally recognized standards **(1 Mark)** | |
| | | | Conformity to standards | CE marked or any other internationally recognized Documents **(1 Mark)** | |
| | | | ***Local back up service*** | | |
| | | | Should provide proof of a local presence including proof of adequate facilities locally to offer the service, spare parts, and reagents and qualified and skilled technical staff **(1 Mark)** | | |
| | | | ***Installation, testing, and commissioning*** | | |
| | | | Provide a detailed workplan for delivery, installation, testing, training, and commissioning of the machines at various sites as per manufacturer's instructions **(3 Marks)** | | |
| | | | Provide a commitment to deliver alongside the equipment 2 physical sets of the technical documentations (that is user manual and service manual) in English per site at the time of commissioning **(2 Marks)** | | |
| | | | ***Manufacturer's Authorization*** | | |
| | | | Must provide Manufacturer's certificate (if bidding as the manufacturer) or Manufacturer's authorization certificate (if not the manufacturer) **(2 Marks)** | | |
| | | | ***Warranty*** | | |
| | | | Minimum of two years after commissioning on the equipment<br>• Provided **(1 Mark)**<br>• Less than 2 Years or not provided **(0 Marks)** | | |
| 2 | Provided Specifications for the items below; | | | | **29 or 0** |
| | | **Automated Urine reader** | | | |
| | | 1. General Description<br><br>To be used in laboratory for biochemistry measurements in urine samples. | | | |
| | | **Performance Specifications** | | | |
| | | | ***Main Unit*** | | |
| | | | Sample method | Photometry and color CMOS Sensor with refractometry measurement method **(1 Mark)** | |
| | | | Speed | At least 100 tests per hour **(1 Mark)** | |
| | | | Sample volume | Minimum 250 uL**(1 Mark)** | |
| | | | Display | Digital Display **(1 Mark)** | |
| | | | Storage/Memory | Ability to store at least 500 test results **(1 Mark)** | |
| | | | Printer | Built in or external **(1 Mark)** | |
| | | | ***Physical characteristics*** | | |
| | | | Main unit | Bench top, **(1 Mark)** | |
| | | | Dimensions | 400-600Wx340-650Dx600-800mmmm **(1 Mark)** | |
| | | | Weight | 50-80 kgs **(1 Mark)** | |
| | | | ***Operating environment*** | | |
| | | | Power Requirements | 220-240V and 50-60 Hz single phase **(1 Mark)** | |
| | | | Ambient temperature | $10^{o}$ C to $40^{o}$ C **(1 Mark)** | |
| | | | ***Accessories*** | | |
| | | | Must provide a commitment letter to deliver these accessories alongside the equipment to each facility; | | |

| | | | | | |
|---|---|---|---|---|---|
| | | External Printer | 1 set or more **(1 Mark)** | | |
| | | Power cable | 3 sets or more **(1 Mark)** | | |
| | | Component | Printers in built or external **(1 Mark)** | | |
| | | ***Quality standards*** | | | |
| | | Manufacturing standards | IEC 60601-1 or 13485 or ISO 9001, or any other internationally recognized Standards **(1 Mark)** | | |
| | | Conformity to standards | CE marked or any other internationally recognized Documents **(1 Mark)** | | |
| | | ***Accessories*** | | | |
| | | **UPS** | | | |
| | | Capacity | 3000KVA or more **(1 Mark)** | | |
| | | Input | Ac 220-240V, 50-60Hz, Single phase **(1 Mark)** | | |
| | | Output | Ac 220-240V, 50-60Hz, Single Phase **(1 Mark)** | | |
| | | Power cable | 3-pin UK plug **(1 Mark)** | | |
| | | ***Local back up service*** | | | |
| | | Should provide proof of a local presence including proof of adequate facilities locally to offer the service, spare parts, and reagents and qualified and skilled technical staff **(1 Mark)** | | | |
| | | ***Installation, testing, and commissioning*** | | | |
| | | Provide a detailed workplan for delivery, installation, testing, training, and commissioning of the machines at various sites as per manufacturer's instructions **(3 Marks)** | | | |
| | | Provide a commitment to deliver alongside the equipment 2 physical sets of the technical documentations (that is user manual and service manual) in English per site at the time of commissioning **(2 Marks)** | | | |
| | | ***Manufacturer's Authorization*** | | | |
| | | Must provide Manufacturer's certificate (if bidding as the manufacturer) or Manufacturer's authorization certificate (if not the manufacturer) **(2 Marks)** | | | |
| | | ***Warranty*** | | | |
| | | Minimum of two years after commissioning on the equipment<br>• Provided **(1 Mark)**<br>• Less than 2 Years or not provided **(0 Marks)** | | | |
| 3 | Provided Specifications for the items below; | | | **43 or 0** | |
| | | **Coagulometer** | | | |
| | | **1. General Description**<br><br>A **coagulometer** is a medical device used to measure the blood's ability to clot, specifically assessing the time it takes for a clot to form. It is an essential tool in diagnosing and managing bleeding disorders, monitoring patients on anticoagulant therapy, and evaluating the function of the blood's coagulation system. | | | |
| | | **Throughput:** | 50-60 tests/hour for PT or equivalent **(1 Mark)** | | |
| | | **Parameters:** | Must have at least PT, APTT, TT, FIB, AT-W, PLG, D-Dimer, FDP **(1 Mark)** | | |
| | | | ***Measuring methods*** | | |
| | | **Clotting:** | Scattered Light Detection method **(1 Mark)** | | |
| | | **Chromogenic:** | Colorimetric method, 405nm or equivalent **(1 Mark)** | | |
| | | **Immunologic:** | Turbidimetric method, 575nm or equivalent **(1 Mark)** | | |

| | | | | | |
|---|---|---|---|---|---|
| | | **Memory:** | At least 3000 test results and 500 reaction curves or equivalent **(1 Mark)** | | |
| | | **Quality Control:** | 12 QC File*10 test items*30curve* **(1 Mark)** | | |
| | | **Calibration** | 6 points*10items **(1 Mark)**<br>Automatic, Random Access **(1 Mark)**<br>STAT sample priority **(1 Mark)**<br>Auto re-diluent/re-test **(1 Mark)**<br>Barcode-reading support **(1 Mark)** | | |
| | | **Sample tray:** | At least 10 positions **(1 Mark)** | | |
| | | **Incubation temperature:** | 37+1.0 © **(1 Mark)** | | |
| | | **Reagent tray:** | At least 10 positions **(1 Mark)** | | |
| | | **Reagent cooling:** | <16© **(1 Mark)** | | |
| | | **Cuvettes on board:** | At least 50 **(1 Mark)** | | |
| | | **Min reaction volume:** | 150 ul **(1 Mark)** | | |
| | | **Reaction temperature:** | 37+1.0 © **(1 Mark)** | | |
| | | **Probe** | With probe preheating, Automatic washing both inside and outside, with collision protection, liquid level detection and inventory checking **(1 Mark)** | | |
| | | **Print out** | Built-in thermal printer, external printer optional **(1 Mark)** | | |
| | | | ***Measuring and Optic System*** | | |
| | | **Light:** | LED/LCD **(1 Mark)** | | |
| | | **Power:** | AC110-240V, 50-60+Hz **(1 Mark)** | | |
| | | **Temperature:** | 10©-50©, **(1 Mark)** | | |
| | | **Water consumption:** | <0.5L/hour **(1 Mark)** | | |
| | | **Alarm** | Must have at least Abnormal test results alarm, insufficient cleaning fluid alarm, waste liquid overflow alarm **(1 Mark)** | | |
| | | **Dimension LxWxH (mm):** | 600-700 x 550-600x 500-550 **(1 Mark)** | | |
| | | **Accessories** | **UPS**<br>Capacity: 3000KVA or more **(1 Mark)**<br>Input: Ac 220-240V, 50-60Hz, Single phase **(1 Mark)**<br>Output: Ac 220-240V, 50-60Hz, Single Phase **(1 Mark)**<br>Power cable: 3-pin UK plug **(1 Mark)** | | |
| | | **Weight:** | 40-90 KGS KG **(1 Mark)** | | |
| | | | ***Quality standards*** | | |
| | | Manufacturing standards | IEC 60601-1 or 13485 or ISO 9001 or any other internationally recognized Standards **(1 Mark)** | | |
| | | Conformity to standards | CE marked or any other internationally recognized Documents **(1 Mark)** | | |
| | | | ***Local back up service*** | | |
| | | Should provide proof of a local presence including proof of adequate facilities locally to offer the service, spare parts, and reagents and qualified and skilled technical staff **(1 Mark)** | | | |
| | | | ***Installation, testing, and commissioning*** | | |

| | | | | |
|---|---|---|---|---|
| | | Provide a detailed workplan for delivery, installation, testing, training, and commissioning of the machines at various sites as per manufacturer's instructions **(3 Marks)** | | |
| | | Provide a commitment letter to deliver alongside the equipment 2 physical sets of the technical documentations (that is user manual and service manual) in English per site at the time of commissioning **(2 Marks)** | | |
| | | ***Manufacturer's Authorization***<br>Must provide Manufacturer's certificate (if bidding as the manufacturer) or Manufacturer's authorization certificate (if not the manufacturer) **(2 Marks)** | | |
| | | ***Warranty*** | | |
| | | Minimum of two years after commissioning on the equipment<br>• Provided **(1 Mark)**<br>• Less than 2 Years or not provided **(0 Marks)** | | |
| 4 | Indicate lead time for delivery of the laboratory equipment;<br>a) Less than 4 weeks (10 marks each)<br>b) 4-6 weeks (5 marks each)<br>c) 6-8 weeks (2 marks each)<br>d) Not Provided (0 Marks) | | **30** | |
| 5 | Provide proof of supply and delivery of laboratory equipment in the recent past (2022 to date) specifying the value **(purchase orders/invoices/ contracts/ completion certificates)**<br>● Orders above Kshs. 20M - 10mks<br>● Orders above Kshs 10M - but below Kshs 20M- 5mks<br>● Orders of Kshs 10M or below - 2mks<br>● Not Provided – 0 mks | | **10** | |
| | **TOTAL** | | **144 MKS** | |
| | **Only bidders who will score at least 124 marks and above shall proceed to the next stage of evaluation** | | | |

**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 KES:

……..

Issued KES:

……..…….

Give details of all directors as follows:

| | Name: | Nationality: | Citizenship Details: | Shares |
|---|---|---|---|---|
| 1. | …… | | | |
| 2. | …… | | | |
| 3. | …… | | | |

**SECTION 5: Tender Security Form**

**TENDER NO./AMREF/21/01/2025/002 – LOT 4**

**SUPPLY AND DELIVERY OF VARIOUS LABORATORY EQUIPMENT**

**To:** Amref Health Africa,

WHEREAS *[insert:* ***name of Tenderer****]* (hereinafter called "the Tenderer") has submitted its tender dated *[insert:* ***date of tender****]* for the performance of the above-named Contract (hereinafter called "the Tender")

KNOW ALL PERSONS by these present that WE *[insert:* ***name of bank****]* of *[insert:* ***address of bank****]* (hereinafter called "the Bank") are bound unto *[insert:* ***name of Purchaser]*** (hereinafter called "the Purchaser") in the sum of: *[insert:* ***amount]***, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this *[insert:* ***number****]* day of *[insert:* ***month****]*, *[insert:* ***year****]*.

THE CONDITIONS of this obligation are the following:

1. If, after the tender submission deadline, the Tenderer
    i. withdraws its tender during the period of tender validity specified by the Tenderer in the Tender Form, or
    ii. does not accept the Purchaser's corrections of arithmetic errors in accordance with the Instructions to Tenderers; or
    iii. does not at all reply to the Purchaser's requests for clarification.

2. If the Tenderer, having been notified of the acceptance of its tender by the Purchaser during the period of tender validity
    (a) fails or refuses to sign the Contract Agreement when required; or
    (b) Fails or refuses to issue the performance security in accordance with the Instructions to Tenderers.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due it, owing to the occurrence of any one of the two above-named CONDITIONS, and specifying the occurred condition or conditions.
This guarantee will remain in full force up to and including ***Sunday 03rd August 2025*** and any demand in respect thereof must reach the Bank not later than the above date.

**Note: A bidder who withdraws its tender after the deadline for submission will forfeit its bid security deposit.**

For and on behalf of the Bank
Signed:_____ Date: _____

**SECTION 6: Manufacturer's Authorization Form**

*(Must be on Manufacturer's or Producer's letterhead)*

To. Amref Health Africa,
Opposite Langata Road Primary School,
P.O Box 30195-00100
Nairobi, Kenya

Dear Sirs,

WHEREAS *[ insert: name of the manufacturer or producer]* (hereinafter, "we" or "us") who are established and reputable manufacturers or producers of *[ insert: name and/or description of the Goods requiring this authorization]* (hereinafter, "Goods") having production facilities at *[ insert: address of factory]* do hereby authorize *[ insert: name and address of Tenderer]* (hereinafter, the "Tenderer") to submit a tender, and subsequently negotiate and sign the Contract with you against [ *insert: the specific tender name and tender number]* For supply of laboratory equipment, including the above Goods produced by us.

We hereby extend our full guarantee and warranty for the above specified Goods against these tender documents.

For and on behalf of the Manufacturer or Producer

Signed: _____

Date: _____

In the capacity of *[insert: title, position, or other appropriate designation]* and duly authorize to sign this Authorization on behalf of *[insert: name of manufacturer or producer]*

NOTE: Manufacturer's Authorization must be ON LETTER HEAD and addressed to Amref Health Africa and must be specific to the tender and item and signed by an authorized signatory. - MANDATORY

**SECTION 7: 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. | |
| LOCAL/INTERNATIONAL TRADE REFERENCE – CUSTOMER 1 | |
| Name and address: | |
| | |
| Activity: | Period of relationship: |
| Contact name: | Fax no.: |
| Telephone No.: | |
| LOCAL/INTERNATIONAL TRADE REFERENCE – CUSTOMER 2 | |
| Name and address | |
| | |
| Activity: | Period of relationship: |
| Contact name: | Fax no.: |
| Telephone No.: | |

**SECTION 8 Delivery schedule of goods**

| DESCRIPTION | QTY | UNIT OF MEASURE | DELIVERY LOCATION |
|---|---|---|---|
| Haematology Analyzer | 1 | Lot | Various Facilities across Kenya |
| Urine reader | 1 | Lot | Various Facilities across Kenya |
| Coagulometer | 1 | Lot | Various Facilities across Kenya |

**Bidders to quote for and schedule delivery for all the items in the quantities as listed below)**

| Equipment | Facility | Quantity |
|---|---|---|
| Automated Haematology Analyzer | 1. Nanyuki CRH<br>2. Narok<br>3. Kwale SCRH<br>4. Samburu CRH<br>5. Taita Taveta SCHL<br>6. Makueni CRHL<br>7.Moyale SCHL<br>8. Isiolo CRH<br>9. Garissa CRHL<br>10. Karatina SCHL<br>11. Malaba (Miteitei) SCHL<br>12. Kiamatugu HC<br>13. National Laboratory Services | 13 |
| Urine reader | 1. Lunga Lunga SCH<br>2.Malaba (Miteitei) SCHL<br>3.Embu CRH<br>4.Makueni CRH<br>5. National Laboratory Services | 5 |
| Coagulometer | 1.Lodwar CRH<br>2.Coast PGH<br>3. Lunga Lunga SCH | 3 |

**PART B: FINANCIAL REQUIREMENTS**

**PLEASE PROVIDE THIS IN A DIFFERENT ENVELOPE** [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]

**SECTION 1: Price Schedule**

**(Quote for each item as detailed in the delivery schedule of goods)**

| Lot No | TENDERERS NAME | SPECIFICATIONS | TENDER NUMBER | QTY | UNIT PRICE | VAT | TOTAL | REMARKS |
|---|---|---|---|---|---|---|---|---|
| 4 | | | | | | | | |
| | | TOTAL | | | | | | |

**SECTION 2: Delivery Leadtime**

| Lot No | TENDERERS NAME | SPECIFICATIONS | TENDER NUMBER | QTY | DELIVERY LEAD TIME | REMARKS |
|---|---|---|---|---|---|---|
| 4 | | | | | | |
| | | TOTAL | | | | |

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

| | | |
|---|---|---|
| Currency: | Grand Total Bid Price: | Amount in Figures: |
| | | Amount in Words |
| Bidder's Name and Address | Date | Signature and Stamp |

**Note: Indicate breakdown of all taxes applicable.**

**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:

……...…….

**DELIVERY COMMITMENT FORM**

I/We [*insert: tenderers name*] acknowledge the delivery schedule above for the procurement of [*insert: description*] and do hereby commit ourselves that we shall deliver the goods within [*insert: timelines*] as stipulated in this tender document.

For and behalf of:

……. Name:

……...……

Date: ……... Signature: …….

## ANNEX 1: STAGES OF TENDER

### PART A

**a) Preliminary Evaluation**

Tenderers are required to comply with mandatory requirements

- ✓ Bidders who shall not provide any of the documents shall be considered non-responsive and shall not proceed to the next stage(s) of evaluation

**b) Technical Evaluation**

i. **Documents Examination**

- ✓ Bidders who will not meet the pass mark(s) as specified shall be considered non-responsive and shall not proceed to the next stage(s) of evaluation

ii. **Product Evaluation**

- ✓ The technical evaluation shall involve the product evaluation and or samples where applicable

### PART B

**a) Financial Evaluation & Delivery lead time evaluation**

- ✓ Tenderers who are successful at proceeding stages shall have their prices and delivery period compared and award recommended to the lowest evaluated responsive bid.

**b) Contracting**

- ✓ If accepting of the offer, the successful bidder shall be contracted per the sample standard agreement accessible on the Amref website.