



TENDER DOCUMENT

**PRE-QUALIFICATION OF CONSULTANCY AND PROFESSIONAL
SERVICES FOR THE PERIOD 2026-2027**

TENDER NO. AMREF/08/08/2025/019

AMREF HEALTH AFRICA

CLOSING DATE: THURSDAY, 28TH AUGUST 2025, AT 11:59 PM EAT

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NO.	CONTACT DETAILS	
1.	Category Number and Name Applied for (Only one category per document)	
2.	Name of Consultant/Consultancy Firm	
3.	Postal Address	
4.	Physical Location of the Office	
5.	Name of Contact Person	
6.	Official Email Address	
7.	Office Telephone /Mobile Number	
8.	Website Address	



TENDER NOTICE

TENDER NO: AMREF/08/08/2025/019

PRE-QUALIFICATION OF CONSULTANCY AND PROFESSIONAL SERVICES

1. Amref Health Africa invites applications from eligible firms and individuals for pre-qualification of consultancy and professional services across various categories listed below for a two-year period, from January 1, 2026, to December 31, 2027.

Category A: Artificial Intelligence and Emerging Technologies	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/001/2026-2027	Artificial Intelligence (AI) and Machine Learning Solutions for Public Health, including Predictive Analytics, Natural Language AI, and Agentic Automation.
AHA/CS/002/2026-2027	Artificial Intelligence (AI)-Augmented Monitoring, Evaluation, and Impact Measurement
AHA/CS/003/2026-2027	AI/ML Capacity Building, Training, and Change Management
AHA/CS/004/2026-2027	Data Engineering, Big Data Infrastructure, and Cloud Analytics
AHA/CS/005/2026-2027	Artificial Intelligence (AI) in student assessment, feedback and evaluation
Category B: Monitoring, Evaluation, Research, Learning, and Social & Economic Impact Assessment (MERL-SEIA)	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/006/2026-2027	Project/Programme Evaluations and Baselines
AHA/CS/007/2026-2027	Impact Evaluation, Outcome Harvesting, and Comparative Analysis
AHA/CS/008/2026-2027	Monitoring, Evaluation, Research and Learning (MERL) - Systems Design and Strengthening
AHA/CS/009/2026-2027	Monitoring, Evaluation, Research and Learning (MERL) - Capacity Building and Institutional Strengthening
AHA/CS/010/2026-2027	Participatory Research and Community-Led Monitoring
AHA/CS/011/2026-2027	Mobile, Remote, and Digital Data Collection Services
AHA/CS/012/2026-2027	Economic Evaluations
AHA/CS/013/2026-2027	Social Return on Investment Assessment
Category C: Proposal Development & Editing Services	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/014/2026-2027	Proposal Development and Writing
AHA/CS/015/2026-2027	Research Proposal Writing
AHA/CS/016/2026-2027	Technical Editing and Copywriting (American and or British English)
AHA/CS/017/2026-2027	Editorial Services (Research Reports, Proposals and Publications)
AHA/CS/018/2026-2027	Proposal Costing and Budgeting

Category D: Learning & Curriculum Development	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/019/2026-2027	Curriculum Development
AHA/CS/020/2026-2027	Curricula Evaluation
AHA/CS/021/2026-2027	Curriculum Design and Faculty Development for AI Integration
AHA/CS/022/2026-2027	E-learning Content Writing and Conversion
AHA/CS/023/2026-2027	Instructional Design and Evaluation
AHA/CS/024/2026-2027	Learning & Development Services (Manuals, Guides, Slide Decks, etc.)
AHA/CS/025/2026-2027	Micro-learning Content Development
AHA/CS/026/2026-2027	Learning Management Systems Development
AHA/CS/027/2026-2027	Facilitators for Learning Exchanges in Healthcare
AHA/CS/028/2026-2027	Technical Vocational and Skills Training (TVET)
Category E: Translation, Transcription and Simultaneous Interpretation Services, including Hire of Translation Equipment.	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/029/2026-2027	Provision of Sign Language Services
AHA/CS/030/2026-2027	English, Swahili, Local Languages Translation, Transcription & Simultaneous Interpretation Services
AHA/CS/031/2026-2027	French Translation, Transcription & Simultaneous Interpretation Services
AHA/CS/032/2026-2027	Portuguese Translation, Transcription & Simultaneous Interpretation Services
AHA/CS/033/2026-2027	Lao Translation, Transcription & Simultaneous Interpretation Services
AHA/CS/034/2026-2027	Russian Translation, Transcription & Simultaneous Interpretation Services
Category F: Creative, Designing, Visual & Multimedia Services	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/035/2026-2027	Production of Radio/TV Programs, Documentaries, Podcasts, Photography, and Films
AHA/CS/036/2026-2027	Videography and Photography Services, including specialized drone services
AHA/CS/037/2026-2027	Photo and Video Licensing
AHA/CS/038/2026-2027	Graphic Design and Illustration (Including Comics)
AHA/CS/039/2026-2027	Graphic and Sound Animation
AHA/CS/040/2026-2027	Artistic Works, Layout Design & Illustration
AHA/CS/041/2026-2027	Audio Recording Services
AHA/CS/042/2026-2027	Visual Graphics
AHA/CS/043/2026-2027	Podcast Hosting and Production
AHA/CS/044/2026-2027	Interior Design
Category G: Communication & Advocacy	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/045/2026-2027	Communication and Advocacy Strategy
AHA/CS/046/2026-2027	Media Monitoring
AHA/CS/047/2026-2027	Digital Media Services
AHA/CS/048/2026-2027	SMART Advocacy Training

Category H: Data & Digital Solutions	
Category Code	Category Description
AHA/CS/049/2026-2027	Data Analytics, Visualization, and Insight Storytelling
AHA/CS/050/2026-2027	Data Science, including the Development of Machine Learning (ML) Algorithm Libraries
AHA/CS/051/2026-2027	Digital Transformation
AHA/CS/052/2026-2027	Digital Livelihood Solutions
AHA/CS/053/2026-2027	Web Design Services
AHA/CS/054/2026-2027	Data Engineering, Big Data Infrastructure, and Cloud Analytics
AHA/CS/055/2026-2027	Application of Advanced Statistical Techniques for Complex Health Data Analysis
Category I: Human Resources & Organizational Development	
Category Code	Category Description
AHA/CS/056/2026-2027	Human Resource Services <ul style="list-style-type: none"> • Employer of Record (EOR) services • E-Learning Design Platform
AHA/CS/057/2026-2027	Recruitment Services <ul style="list-style-type: none"> • Background Checks • Psychometric Tests
AHA/CS/058/2026-2027	HR Software Tools <ul style="list-style-type: none"> • Culture Fit Assessment Tool
AHA/CS/059/2026-2027	Team Building and Performance Improvement (including Leadership Trainer)
AHA/CS/060/2026-2027	Organization Assessment including Staff Rationalization
Category J: Environmental and Agricultural Services	
Category Code	Category Description
AHA/CS/061/2026-2027	Environmental Impact Assessment and Audit
AHA/CS/062/2026-2027	Environmental and Sustainability Services
AHA/CS/063/2026-2027	Agriculture-Based Livelihoods Services
AHA/CS/064/2026-2027	Agroecology and Regenerative Agriculture
AHA/CS/065/2026-2027	Precision Agriculture Solutions
AHA/CS/066/2026-2027	Agroecology Assessments
AHA/CS/067/2026-2027	Climate and Health Expert
Category K: Geographic Information System (GIS), Water & Geospatial Mapping	
Category Code	Category Description
AHA/CS/068/2026-2027	Water Resources Mapping and Monitoring
AHA/CS/069/2026-2027	Hydrological/Geophysical Surveys
AHA/CS/070/2026-2027	Geographic Information Systems
AHA/CS/071/2026-2027	Mapping and Survey Services (Quantity Surveys)
AHA/CS/072/2026-2027	Civil Engineering Works and Construction
AHA/CS/073/2026-2027	Commercialization of WASH Services and Products

Category L: Health Systems and Financing	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/074/2026-2027	Health Economists
AHA/CS/075/2026-2027	Health Management Information Systems
AHA/CS/076/2026-2027	Health Insurance
AHA/CS/077/2026-2027	Health Financing (Social Impact Bonds, PPP, RBF, etc.)
AHA/CS/078/2026-2027	Medical Diagnosis and Treatment (Medical Specialists)
AHA/CS/079/2026-2027	Development of Financial/Loan Management Systems
Category M: Legal, Audit & Compliance	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/080/2026-2027	Audit and Tax Consultancy Services
AHA/CS/081/2026-2027	Legal and Arbitration Services
AHA/CS/082/2026-2027	Legislative Drafting Consultant
AHA/CS/083/2026-2027	ISO Certification and Training
AHA/CS/084/2026-2027	Medical and Laboratory ISO Accreditation
AHA/CS/085/2026-2027	Fire/Safety Services
AHA/CS/086/2026-2027	Quality Assurance
Category N: Strategic & Institutional Consulting	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/087/2026-2027	Strategy Development and Review
AHA/CS/088/2026-2027	CSOs/SRs Capacity Assessment
AHA/CS/089/2026-2027	Contract Management
AHA/CS/090/2026-2027	Actuarial and Financial Modelling Services
AHA/CS/091/2026-2027	Statisticians
AHA/CS/092/2026-2027	Social Accountability Specialists
AHA/CS/093/2026-2027	Livelihoods Assessment and Strategy Development
AHA/CS/094/2026-2027	Knowledge Management and Learning Strategy Development
AHA/CS/095/2026-2027	Review of Public Health-Related Amref Books
AHA/CS/096/2026-2027	Institutional Strengthening
Category O: Event Support and Facilitation	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/097/2026-2027	Rapporteur and Facilitation
AHA/CS/098/2026-2027	Events Planning and Coordination
AHA/CS/099/2026-2027	Activity Logistics Services Provider
Category P: Specialized Laboratory & Health Services	
<u>Category Code</u>	<u>Category Description</u>
AHA/CS/100/2026-2027	Laboratory Biosafety Consultant
AHA/CS/101/2026-2027	Laboratory Equipment Calibration and Maintenance
AHA/CS/102/2026-2027	External Quality Assurance (EQA) Trainer
AHA/CS/103/2026-2027	GeneXpert Training Services
AHA/CS/104/2026-2027	Laboratory Quality Management System (LQMS)
AHA/CS/105/2026-2027	Training and Commissioning of Laboratory Equipment

AHA/CS/106/2026-2027	Training of EQA/PT Materials
AHA/CS/107/2026-2027	Supply Chain Management (SCM) - Reviewing of Bids and Governance
Category Q: Emergency & Resilience	
Category Code	Category Description
AHA/CS/108/2026-2027	Emergency Preparedness and Response
AHA/CS/109/2026-2027	Resilience and Crisis Recovery
Category R: Category R. Incinerators	
AHA/CS/110/2026-2027	Routine, Preventive Maintenance and Servicing of Incinerators
Category S: Emergency & Resilience	
AHA/CS/110/2026-2027	Provision of VVIP Protection Services
AHA/CS/111/2026-2027	Provision of specialized Security Training, including Hostile Environments Awareness Training (HEAT)

- Interested eligible candidates may obtain further information from the Amref Health Africa website <https://www.amref.org/>
- A complete set of tender documents can be downloaded from the Amref Health Africa website, <https://amref.org/tenders/> by interested candidates upon payment of a non-refundable fee of **KES 1,000** or **US \$10** per category. The payment should be made using one of the following accounts:

KENYA SHILLING (KES) ACCOUNT	USD ACCOUNT	MPESA ACCOUNT
Kenya Commercial Bank (KCB) <ul style="list-style-type: none"> ▪ Kipande House Branch ▪ Account No: 1111429243 ▪ Bank & Branch Code: 01101 ▪ Swift Code: KCBLKENXXXX 	National Bank of Kenya (NBK) <ul style="list-style-type: none"> ▪ Wilson Branch ▪ Account No: 02020058235400 ▪ Bank & Branch codes:12038 ▪ Swift code: NBKEKENXXXX 	Paybill No.: 890750 Account No.: CONSULTANTS
National Bank of Kenya (NBK) <ul style="list-style-type: none"> ▪ Wilson Branch, ▪ Account No: 01020058330100 ▪ Bank & Branch Code:12038 ▪ Swift Code: NBKEKENXXXX 		

Note: Amref Health Africa will not issue an eTIMS receipt for payment made.

- Candidates will then attach the mobile money deposit receipt or the banking deposit, or the RTGS/EFT slip to the proposals as proof of purchase of the tender document.
- Only Electronic bidding is permitted. Completed proposals and other requested information should be submitted to consultancy.kenya@amref.org and received by **Thursday, August 28, 2025, at 11:59 PM EAT**. The email subject line should be: **PREQUALIFICATION OF CONSULTANTS 2026-2027: CATEGORY NO.:** The total size of an email, including all attachments, must not exceed 15 MB.
- Late submissions will be rejected. Tenders will be opened on **Friday, August 29, 2025, at 2:00 PM EAT**

in the presence of the tenderers' representatives who choose to attend the virtual tender opening ceremony.

Register in advance for this meeting through the link below:

<https://amref.zoom.us/meeting/register/bnqf6rZ-S4KdrQ2lx9NUzA>

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

7. Interested eligible bidders are invited to a virtual pre-tender meeting on **Friday, August 15, 2025**, starting at **2:00 PM EAT**.

Register in advance for this meeting through the link below:

<https://amref.zoom.us/meeting/register/QL5TYq9Q92CYmBdPZB2zw>

1.0 PRE-QUALIFICATION INSTRUCTIONS

1.1 Introduction

Amref Health Africa, referred to as the **“Company,”** would like to invite interested candidates who must qualify by meeting the set criteria as provided by Amref Health Africa to perform the contract for the provision of consultancy and professional services to the Company.

1.2 Pre-qualification Objective

The main objective is to provide consultancy and professional services under relevant tenders/quotations to Amref Health Africa as and when required during the stated period.

1.3 Invitation for Pre-qualification

Consultants registered with the Registrar of Companies under the Laws of their respective countries operating in consulting services or Individual consultants, are invited to submit their Pre-Qualification documents to the Group Chief Executive Officer - Amref Health Africa, so that they may be considered for pre-qualified for submission of quotations whenever required. Proposals will be submitted in complete lots singly or in combination. The prospective consultants are required to provide mandatory requirements/information for consideration for pre-qualification.

1.4 Experience

Prospective consultants must have carried out successful undertakings and delivery of services to Government/Corporation/ NGOs/ institutions of similar size and complexity. Potential consultants must demonstrate the willingness and commitment to meet the pre-qualification criteria.

1.5 Pre-qualification Document

This document includes questionnaire forms and documents required of prospective consultants.

- 1.6 In order to be considered for pre-qualification, prospective consultants must submit all the information herein requested and any bidder who does not meet all the relevant **mandatory requirements** will be disqualified.

1.7 Distribution of Pre-Qualification Documents

Completed Tender Documents and other requested information should be submitted to consultancy.kenya@amref.org not later than **Thursday, August 28, 2025**, at **11:59 PM EAT**.

1.8 Questions Arising from Documents

Questions or inquiries that may arise from the pre-qualification documents will be addressed during the virtual pre-tender meeting.

2.0 BRIEF CONTRACT REGULATIONS/GUIDELINES

2.1 Payments

All service orders shall be on credit of a minimum of thirty (30) days or as may be stipulated in the Contract Agreement. All Invoices shall be required to comply with the Tax Invoice Management System (TIMS) for Kenya-registered consultants.

3.0 PRE-QUALIFICATION DATA INSTRUCTIONS

3.1 Pre-qualification data forms

The attached questionnaire forms **PQ-1, PQ-2, PQ-3, PQ-4, PQ-5, and PQ-6** are to be completed by prospective consultants who wish to be pre-qualified for submission of tender for the various categories.

3.1.1 Any pre-qualification application forms that are not filled out completely and submitted in the prescribed manner will not be considered. All the documents that form part of the proposal must be written in the **English** language

3.2 Qualification

3.2.1 It is understood and agreed that the pre-qualification data on prospective consultants is to be used by Amref Health Africa in determining, according to its sole judgment and discretion, the qualifications of prospective consultants to perform in respect to the Tender Category as described by the client.

3.2.2 Prospective consultants will not be considered qualified unless, in the judgment of Amref Health Africa, they possess the capability, experience and qualified personnel.

3.3 Essential Criteria for Pre-qualification

3.3.1 Experience: Prospective consultants shall have a minimum experience of at least 2 years in the delivery of services and the potential consultant should show competence, willingness, and capacity to service the contract.

3.3.2 Personnel

The names, pertinent information and CV of the key personnel for the individual or company to execute the contract must be indicated in form PQ-2.

3.3.3 Past Performance

Past performance will be given due consideration in pre-qualifying consultants. A letter of reference from past clients should be included in Form PQ-4 (at least from three organizations, with a copy of the LPO/LSO/Contract attached), relevant to the category applied for.

3.4 Statement

The application must include a sworn statement Form PQ-6 by the Tenderer/applicant, ensuring the accuracy of the information given.

3.5 Withdrawal of Prequalification.

Should a condition arise between the time the firm is pre-qualified to bid and the bid opening date which could substantially change the performance and qualification of the bidder or the ability to perform such as but not limited to bankruptcy, change in ownership or new commitments, then Amref Health Africa reserves the right to reject the tender from such a bidder even though they have been initially pre-qualified.

3.6.1 The firm/consultant must declare any conflict of interest in relation to any member of staff within Amref Health Africa or affiliate entities. Amref Health Africa will not seek services from consultants where the employees have not declared a conflict of interest.

3.6.2 Any effort by the tenderer to influence Amref Health Africa in the tender evaluation, tender comparison or contract award decisions will result in the rejection of the tenderer’s tender.

3.6.3 Mandatory Requirements

1. Attach a copy of a mobile money deposit receipt or banking deposit slip, or RTGS/EFT, as proof of payment for this tender.
2. Certificate of registration /Sole proprietorship license. Foreign consultants to provide the equivalent.
3. Valid KRA Tax Compliance certificate. Foreign consultants to provide the equivalent.

Note: Any Proposal without all three 3 mandatory requirements will be considered non-responsive and will not proceed to the next stage of evaluation.

3.7 Prequalification Criteria

Required Information	Form Type	Points Score
1. Pre-qualification/Consultancy Data	PQ-1	10
2. Supervisory Personnel	PQ-2	10
3. Confidential Report	PQ-3	9
4. Past Experience	PQ-4	10
5. Litigation History	PQ-5	10
6. Sworn statement	PQ-6	5
TOTAL		54

**FORM PQ-1 PRE-QUALIFICATION DATA
REGISTRATION FOR OTHER PROFESSIONAL SERVICES APPLICATION FORM**

CONSULTANT BIOGRAPHICAL DATA SHEET

1. Name of Lead Consultant and/or Consultancy Firm:							2. Contractor's Name:		
Lead Consultant <i>(Last, First, Middle)</i> :							Amref Health Africa		
AND/OR									
Consultancy Firm:									
3. Consultant's Address (include ZIP Code):							4. Consultant's Email Address:		
5. Telephone and Cell Phone Numbers (include area code):							6. Citizenship(s):		
7. Consultancy Category Number/Name applied for:									
8. Education (include all college or university degrees):							9. Language Proficiency (see instructions on reverse):		
Name and Location of Institution				Major	Degree	Year	Language	Proficiency Speaking	Proficiency Reading
10. Employment History (Give last three (3) years. List salaries separate for each year. Continue on separate page if necessary):									
Position Title		Employer's Name and Address (Point of Contact & Telephone #)			Employment Period: (most recent first)			Annual Salary in US \$:	
					From:	To:			
11. Specific Relevant Consultancy Services (Give Last Five (5) assignments):									
Services Performed		Company's Name and Address (Point of Contact & Telephone #)			Dates of Service (MM/YY)		Daily Rate (US \$)		Days at Rate
					From:	To:			

12. Certification:

Consultant certifies in submitting this form that the consultant has taken reasonable steps to ensure the accuracy of the information contained in this form. Consultant understands that Amref Health Africa may verify the information. Applicant understands that providing certifications that are false, fictitious, or fraudulent may result in appropriate remedial action by Amref Health Africa, taking into consideration all of the pertinent facts and circumstances, which may include immediate termination of any relationship with Amref Health Africa

Signature:	Date: (DD/MM/YY)
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For others

1/We hereby apply for registration as Consultant(s)
(Name of Company/Firm)

of
(Item Description)

.....
(Category No.)

Post Office Address

Town

Street

Name of building

Room /Office No. Floor No.

Telephone Nos.

Email address (MUST)

Full Name of applicant

Other branches location

Organization & Business Information

Management Personnel

Chief Executive

Secretary

General Manager

Treasurer

Other.....

Partnership (if applicable)

Names of Partners

3. Business founded or incorporated

4. Under present management since

5. Net worth equivalent

 KSHS/USD

6. Bank reference and address

7. Enclose a copy of the organization's chart of the firm, indicating the main fields of activity

.....

FORM PQ-2 SUPERVISORY PERSONNEL

Name

Age

Academic Qualification

Under graduate.....

Post graduate.....

Diploma.....

High School.....

Professional Qualification

.....

(Attach Certificates)

Length of service with Consultancy position held

.....

(Attach copies of certificates of at least 2 key personnel in the organization) - 5marks each

(10 Points)

FORM PQ-3 CONFIDENTIAL BUSINESS QUESTIONNAIRE

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

You are advised that it is a serious offence to give false information on this form.

Part I - General:

Firm's/Consultant's Name:
Location of business premises (where applicable):
Plot No.: Street/Road:
Postal Address: Tel. No.:
Email address (MUST):
Nature of business:
Current Trade Licence. No.: Expiring date:
Maximum value of business which you can handle at any one time: KSHS/USD:
Name of your bankers: Branch:
Account No.: Branch:
Swift code: Branch code:.....
Bank Currency:

Part 2 (a) - Individuals:

Your Name in full:
Nationality: Country of Origin:
Citizenship details:

Part 2 (b) - Partnership:

Given details of partners as follows:

Name:	Nationality:	Citizenship Details:	Shares:
.....
.....
.....
.....

Part 2 (c) – Registered Company:

Private or Public:

State the nominal and issued capital of company-

Nominal KSHS/USD:

Issued KSHS/USD:

Given details of all directors as follows: -

Name:	Nationality:	Citizenship Details:	Shares:
.....
.....
.....
.....

Date: **Signature of Candidate:**

(9 Points)

FORM PQ-4 PAST EXPERIENCE

**NAMES OF THE APPLICANTS CLIENTS IN THE LAST TWO YEARS
NAMES OF OTHER CLIENTS AND VALUES OF CONTRACT/ORDERS**

- i) Name of Client (organization)
 - ii) Address of Client (organization)
 - iii) Name of Contact Person at the client (organization)
 - iv) Telephone No. of Client
 - v) Value of Contract
 - vi) Duration of Contract (date)
- (Attach documental evidence of existence of contract relevant to the category applied)*

2. Name of 2nd Client (organization)

- i) Name of Client (organization)
 - ii) Address of Client (organization)
 - iii) Name of Contact Person at the client (organization)
 - iv) Telephone No. of Client
 - v) Value of Contract
 - vi) Duration of Contract (date)
- (Attach documental evidence of existence of contract relevant to the category applied)*

3. Name of 3rd Client (organization)

- i) Name of Client (organization)
 - ii) Address of Client (organization)
 - iii) Name of Contact Person at the client (organization)
 - iv) Telephone No. of Client
 - v) Value of Contract
 - vi) Duration of Contract (date)
- (Attach documental evidence of existence of contract relevant to the category applied)*

4. Others

(10 Points)

3 marks each and an additional point for one other

FORM PQ-5 LITIGATION HISTORY

Name of Consultant

Consultant should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution.

YEAR	AWARD FOR OR AGAINST	NAME OF CLIENT CAUSE OF LITIGATION AND MATTER IN DISPUTE	DISPUTED AMOUNT (CURRENT VALUE, KSHS/USD. EQUIVALENT)

(10 Points)

FORM PQ-6 SWORN STATEMENT

Having studied the pre-qualification information for the above project we/I hereby state:

- a) The information furnished in our application is accurate to the best of our knowledge.
- b) That in case of being pre-qualified we acknowledge that this grants us the right to participate in due time in the submission of a tender or quotation on the basis of provisions in the tender or quotation documents to follow.
- c) We enclose all the required documents and information for the pre-qualification evaluation.

Date:

Applicant's Name:

Represented by:

Signature:

(Full name and designation of the person signing and stamp or seal)

(5points)

NOTE:

1. Amref Health Africa has a safeguarding policy that ensures a comprehensive safe environment for all people that whom Amref Health Africa works with. All interested consultants **MUST** comply with the safeguarding policy attached (Annex 1).
2. Amref Health Africa reserves the right to accept or reject any or all proposals and is not bound to give reasons for its decision. Late proposals will be rejected.

ANNEX 1: SAFEGUARDING GUIDELINES



Safeguarding Guidelines for Amref Health Africa Suppliers, Contractors and Service Providers

Safeguarding shapes Amref Health Africa’s approach, culture, and practice in ensuring a comprehensively safe environment for all people that Amref Health Africa works with. Due to the nature of the work undertaken by Amref Health Africa, it is required by both legislation and donors to have robust policies and procedures to ensure the protection of children and at-risk adults. Amref Health Africa’s culture emphasizes the safety and protection of its staff, Partners, suppliers, contractors, service providers and the community we serve.

Amref will protect these people using a framework based on its three safeguarding pillars of Prevention, Reporting, and Response through:

- i) Pro-actively identifying, preventing and guarding against all risks of harm, exploitation and abuse, beginning with raising awareness of these issues as a first step in prevention;
- ii) Establishing and promoting effective systems for reporting potential harm or abuse, which are survivor-centred, and also protect those accused until proven guilty; and
- iii) Responding appropriately and learning where risks occur.

Modern slavery

We are committed to improving our practices to combat slavery and human trafficking. We recognize that slavery and human trafficking is a real yet hidden issue in our society. We will not tolerate slavery and human trafficking in our business or supply chain.

The supplier/service provider/vendor/contractor must ensure that their Personnel comply with all applicable Anti-Slavery Laws when performing its obligations under this contract.

We have a zero-tolerance policy towards modern slavery, a crime and violation of fundamental human rights which includes any form of slavery, servitude and forced or compulsory labour.

Target groups of the policy

All Amref representatives, partner organisations, suppliers, contractors and service providers should be aware of and adhere to the policy. In addition to complying with the policy, all representatives must sign and will be held accountable to the Amref Safeguarding policy.

Principles of safeguarding

Amref is committed to six key principles that should underpin all safeguarding functions, actions and decisions, as set out by the UK Care Act 2014. The following principles are relevant for both child and adult safeguarding.

1. **Empowerment.** People are supported and encouraged to make their own decisions.
2. **Prevention.** It is better to take action before harm occurs and offer help and support to those at risk.
3. **Proportionality.** The least intrusive response appropriate to the risk presented.
4. **Protection.** Support and representation for those in greatest need.
5. **Partnerships.** Partnerships give organisations the opportunity to work together, as well as with the local community.
6. **Accountability.** Safeguarding is everyone’s business and accountability makes sure that everyone plays their part when it comes to safeguarding vulnerable people.

Amref Health Africa Suppliers, Contractors and Service providers’ responsibilities

Amref Health Africa is committed to upholding the highest standards of safeguarding in the work environment. Amref will not tolerate any form of abuse, exploitation, discrimination or harassment of any persons that come into contact with our staff and in undertaking our work.

The table below defines the responsibilities of Amref, its suppliers, contractors and service providers in managing safeguarding.

Standards and Aim	Specific areas of activity/Indicators	Owner
Supplier selection and support	Amref takes appropriate steps when selecting and working with Suppliers, Contractors and Service Providers to ensure that, there is a shared commitment to implement minimum safeguarding standards and that the organisation takes appropriate measures to uphold these standards.	Amref and Suppliers
All Amref Health Africa representatives and Suppliers are aware of the Safeguarding Policy and are responsible for communicating its approach to key stakeholders	All Amref representatives and Suppliers are aware and responsible for complying with the policy and code of conduct, including following all reporting and response procedures outlined. Amref will make the policy available to the all suppliers, contractors and service providers through its website to demonstrate its commitment and the importance of the policy. All suppliers, contractors and service providers will be expected to adhere to the policy.	Amref and Suppliers
Reporting and responding to safeguarding incidents	All Amref representatives and Suppliers must ensure that safeguarding incidents against Amref staff are reported through the Amref hotline 0800-722- 626 or Email: safeguarding.reports@amref.org Amref will ensure that all incidents reported by its Representatives and Suppliers are investigated and actioned.	Amref and Suppliers
Communication	Amref is committed to adhering to ethical guiding principles on communications to minimise the risks of people misusing photographs and related information beyond the agreed purpose and consent. The best interests of the featured adult or child are to be safeguarded as a primary consideration.	Amref