



EXPRESSION OF INTEREST (EOI) – ANNUAL SUPPLIER PREQUALIFICATION (FY 2019/2020)

IMA World Health invites expression of interest for supplier prequalification for the following supply categories **(to be undertaken within Nairobi County)**. Existing and current vendors/service providers need to apply as well.

Bid No:	Goods/Services Description
IMA/AJP/0001/2019	Provision of Taxi, and car hire services
IMA/AJP/0002/2019	Provision of office stationery and general supplies
IMA/AJP/0003/2019	Provision of IT equipment (Laptops, Ipads, phones etc.) & Consumables e.g. Toners & Printer cartridges etc.
IMA/AJP/0004/2019	Supply of awards (branded trophies, plaques and medals)
IMA/AJP/0005/2019	Printing of branded promotional materials (T-shirts, bags etc.)
IMA/AJP/0006/2019	Printing and binding of documents (guidelines, registers, SOP's etc.)
IMA/AJP/0007/2019	Provision of construction and refurbishment works (renovations, general repairs, fabrications, upholstery, plumbing, electrical, carpentry works, furnishing materials (blinds and curtains) etc.)
IMA/AJP/0008/2019	Provision of event management services (e.g. Hire of Chairs, Tables, Tents,)
IMA/AJP/0009/2019	Provision of routine repairs and Maintenance of IT equipment e.g. Computers, ipads, printers, scanners. etc. and network repairs
IMA/AJP/0010/2019	Provision of medical and laboratory supplies (spirits, cotton wool, gloves, stethoscopes, digital weighing scales. Vital sign monitors, digital thermometer etc.)
IMA/AJP/0011/2019	Provision of Videography and Photography services
IMA/AJP/0012/2019	Consultancy services for: (a) technical writing, (b) editing and formatting (c) design of branded artworks (d) Provision of Media Publicity services; NB: Both individuals and firms can apply to either of (a) through to (d)
IMA/AJP/0013/2019	Provision of courier services for medical laboratory samples within Nairobi and its environs.
IMA/AJP/0014/2019	Provision of Conference venues
IMA/AJP/0015/2019	Provision of office cleaning services
IMA/AJP/0016/2019	Provision of Outside Catering Note that most sites are located in the informal settlements e.g. Mathare, Mukuru, Kangemi etc.
IMA/AJP/0017/2019	Provision of office furniture
IMA/AJP/0018/2019	Provision of Motor Vehicles repair and Routine Service
IMA/AJP/0019/2019	Provision of Motor Cycles repair and Routine Service
IMA/AJP/0020/2019	Supply of office drinking water
IMA/AJP/0021/2019	Provision of Motor Vehicle Towing and Recovery Services
IMA/AJP/0022/2019	Provision of outsourced healthcare workers and its management. To serve at specified health facilities within Nairobi County.
IMA/AJP/0023/2019	Provision of outsourced payroll management Services
IMA/AJP/0024/2019	Provision of insurance Cover for General business e.g. Motor Insurance, Asset Insurance,etc (Insurance Companies ONLY)

IMA/AJP/0025/2019	Provision of Medical Insurance & Group Life Cover (Insurance Companies ONLY)
IMA/AJP/0026/2019	Provision of leasing services for multifunctional photocopy and scanning machines
IMA/AJP/0027/2019	Provision of installation and maintenance of security systems (access control systems, CCTV, etc.)
IMA/AJP/0028/2019	Repairs and maintenance of electrical equipment

Bidders are required to send their expression of interest via email (quoting the bid number and description on the email subject) supported by the following:

- At least 3 references supported by copies of orders or contracts.
- Audited accounts for the last 3 years for all categories **except** Category Ref. IMA/AJP/0016/2019 which requires certified-bank statements for the last one year.
- Copy of Business permit for the respective category
- Attach a copy of certificate of incorporation, PIN certificate and a Valid Tax Compliance certificate
- Evidence of certification as a reseller of a major IT Hardware/Software (For category IMA/AJP/0003/2019)

The deadline is COB Friday, June 28, 2019. All responses should be send to afyajiniquotations@imaworldhealth.org

For more information visit www.imaworldhealth.org