

## LAGOS STATE GOVERNMENT



### MINISTRY OF HEALTH GRANT MANAGEMENT UNIT INVITATION FOR BIDS (IFB) FOR THE SUPPLY OF LABORATORY/ OFFICE ITEMS, ICT GADGETS AND VEHICLE ACCESSORIES

IFB: LSMoH/GMU/NCB/07/2022.

Date of Issuance: 14/07/2022

#### 1.0 BACKGROUND

The Lagos State Ministry of Health (LSMoH) is a Principal Recipient (PR) for Global Fund Grant comprising of Tuberculosis and Resilient Sustainable Systems for Health (RSSH). As the Principal Recipient, the Ministry of Health is legally responsible for the management of the integrated grant ensuring achievement of the programmatic results and accountability of the grant financial resources.

To fulfill the mandate of the Principal Recipient, the Ministry of Health has established the Grant Management Unit (GMU) to carry out the functions of the PR. The Grant Management Unit works with other implementing units (TB and RSSH) within the LSMoH, Sub-Recipients (SRs), and other implementing partners in executing its mandate and ensuring that the grant is managed and implemented in compliance with grant agreement signed between the Global Fund and the Principal Recipient.

The GMU invites prospective vendors to submit responses to the Invitation for Bids for the supply of Laboratory commodities, ICT Gadgets and Vehicle Accessories.

#### 2.0 SCOPE OF WORK

INVITATION FOR BIDS		
LOTS	SCOPE	REMARKS
Laboratory/ Office Items	To supply laboratory/ office items as highlighted in the bidding document and in compliance with the specification therein	1% Bid Security
	To carry out installation of the supplied items where required and to provide warranty documents for the items	
ICT Gadgets	To supply ICT Gadgets as highlighted in the bidding document in compliance with the specification therein	1% Bid Security
	Provide warranty documents for all items supplied as stated in the bidding documents	
Vehicle Accessories	To supply vehicle accessories as highlighted in the bidding document and in compliance with the specification therein	1% Bid Security
	Provide warranty documents for all items supplied as stated in the bidding documents	

#### 4.0 GENERAL QUALIFICATION REQUIREMENTS FROM INTERESTED PARTIES (LABORATORY AND ICT GADGETS)

- i. Evidence of Registration with Corporate Affairs Commission (CAC) with the inclusion of Certificate of Incorporation and Articles of Association.
- ii. Company profile and organizational structure with the full name of the organization and contact person, postal address, telephone and e-mail addresses.
- iii. Evidence of company tax clearance for the last 3 years within 2018-2021
- iv. Audited financial statements of the company for 3 years within 2018-2021

- v. Bank Reference letter /Letter of good-standing from bank
- vi. Verifiable evidence of 4 similar experiences (within a minimum of 3 years) with government, private or non-governmental organizations. (These should include award letters, purchase orders, or evidence of satisfactory completion or progress for each experience indicated).

## **5.0 SPECIFIC TECHNICAL EVALUATION CRITERIA**

### **5.1 ICT GADGETS**

- i. Evidence of partnership/ distributorship/ dealership in ICT supplies from major manufacturers.

### **5.2. SUPPLY OF LABORATORY/ OFFICE ITEMS**

- i. Evidence of partnership/ distributorship/ dealership in Laboratory supplies from major manufacturers.
- ii. Evidence of engagement of a Licensed Medical Lab Scientist in the vendor's staff list

### **5.3. SUPPLY OF VEHICLE ACCESSORIES**

- i. Evidence of Registration with Corporate Affairs Commission (CAC) with the inclusion of Certificate of Incorporation
- ii. Company profile and organizational structure with the full name of the organization and contact person, postal address, telephone and e-mail addresses.
- iii. Evidence of tax registration/ remittance
- iv. Evidence of partnership/ distributorship/ dealership in vehicle accessory supplies from major manufacturers
- v. Verifiable evidence of 3 similar experiences

## **6.0 SUBMISSION OF BID DOCUMENTS FOR IFB**

- i. Only Vendors who are already registered with the Lagos State Public Procurement Agency (LSPPA) and are in its vendor database shall be able to access and download the Bid Documents.
- ii. Interested bidders who are yet to register, should quickly visit the PPA website ([www.lagosppa.gov.ng](http://www.lagosppa.gov.ng)) for Contractors Registration and Guide.
- iii. For inquiries on how to register, renew or upgrade, please call 08174140161, 07056564901 or email: [gmuprocurement@gmail.com](mailto:gmuprocurement@gmail.com) or visit the Lagos State Public Procurement Agency, Alausa, Ikeja.
- iv. Bidders shall upload their bids virtually through the same electronic medium by which the bid was downloaded.
- v. Please note, interested bidders are to ensure their business registration with PPA is in the right category and classification.
- vi. Uploading of bids should be completed on or before 12.00 noon (mid-day) Thursday 28<sup>th</sup> July 2022.

## **7.0 BID OPENING**

The electronic Bids will be opened and conducted through the virtual platform at 12 noon on Thursday 28<sup>th</sup> July 2022. The link shall be shared within 24 hours prior the bid opening.

## **8.0 ADDITIONAL INFORMATION**

- i. Please note that the submission of these documents in response to this invitation shall not entitle any of the interested parties to any claims against LASG, LSMOH, or The Global Fund.
- ii. All costs incurred by respondents as a result of this invitation and any subsequent requests for information shall be for the respondent's account only.
- iii. Site visits/ samples of items to be supplied may be required.
- iv. All requests for clarification should be directed to the Procurement and Supply Chain Manager via email at [gmuprocurement@gmail.com](mailto:gmuprocurement@gmail.com) on or before 12:00pm Wednesday 27<sup>th</sup> July 2022.

An advance payment shall not be considered or made to any recommended vendor on all.

**Signed**  
**COORDINATOR**  
**GF GRANT MANAGEMENT UNIT**  
**LAGOS STATE MINISTRY OF HEALTH**