



SOCIETY FOR FAMILY HEALTH

INVITATION TO BID (ITB) FOR THE SUPPLY OF FINISHED PHARMACEUTICALS

Society for Family Health (SFH) was incorporated in 1985 and is one of the foremost Non-Governmental Organisations (NGOs) that provide support to the Nigerian government in key areas of public health: HIV&AIDS prevention, social services, family planning and maternal & child health (malaria, water and sanitation and diarrhoea control). SFH empowers Nigerians, particularly the poor and vulnerable to lead healthier lives.

Objective of service: Supply of finished pharmaceuticals for Immunization Plus and Malaria Progress by Accelerating Coverage and Transforming Services (IMPACT) in Lagos State.

In line with achieving the major objective for project implementation, SFH invites interested and reputable companies to bid for the supply of the items in the table below:

S/N	Item Description	Quantity	Unit of Measurement
1	Injection Artesunate (Artesunate 60mg per ml, in vial; + diluent (Sodium bicarbonate 5% and Sodium Chloride 0.9%))	82,124	Pack of 1 vial + diluents
2	SPs (Sulphadoxine 500mg + Pyrimethamine 25mg tablets)	454,948	Pack of 3 tablets
3	AL 1 (Artemether 20mg + Lumenfantrine 120mg) tablets	259,895	Pack of 6 tablets
4	AL 2 (Artemether 20mg + Lumenfantrine 120mg) tablets	230,134	Pack of 12 tablets
5	AL 3 (Artemether 20mg + Lumenfantrine 120mg) tablets	166,929	Pack of 18 tablets
6	AL 4 (Artemether 20mg + Lumenfantrine 120mg) tablets	194,713	Pack of 24 tablets
7	AL 4 (Artemether 80mg + Lumenfantrine 480mg) tablets	100,695	Pack of 6 tablets
8	AA 1 (Artesunate 25mg/Amodiaquine 67.5mg) tablets	2,743	Pack of 3 tablets
9	AA 2 (Artesunate 50mg/Amodiaquine 135mg) tablets	231	Pack of 3 tablets
10	AA 3 (Artesunate 100mg/Amodiaquine 270mg) tablets	49	Pack of 3 tablets
11	AA 4 (Artesunate 100mg/Amodiaquine 270mg) tablets	136	Pack of 6 tablets
12	Dihydroartemisinin 40mg/ Piperazine 320mg	400	Pack of 12 tablets
13	Artesunate 60mg/ Pyronaridine 180mg	115	Pack of 6 tablets
14	Rectal Artesunate -50mg (suppository)	870	Pack of 2 suppositories

- This Invitation to Bid (ITB) is in two (2) stages; **Pre-qualification Stage** and **Request for Quotation Stage** (as described in A & B below)
- Companies are free to bid for any or all of the above listed items.
- The brand name quoted for must be stated on your quotation.
- Cost of delivery of item must be included in the unit cost and not quoted as a line item.
- Quoted items **MUST** be NAFDAC registered.
- All items quoted for must not have **Expiry Date earlier than January 2027** at the time of delivery.
- Items will be delivered at Lagos State Central Medical Store.
- At delivery, the Lagos State Government will carry out secondary laboratory checks on the supplied products before acceptance.
- Bidders must use the cost template as provided by SFH (*the cost template can be found on SFH website*).

A: Pre-qualification Stage / Eligibility Criteria:

To be eligible for consideration, interested organisations must provide the following details:

- Copy of Certificate of Incorporation (CAC).
- Company profile including Management structure.
- Copy of Tax Clearance Certificate for years 2021, 2022 and 2023.
- Copy of most recent audited account for year 2023.
- Evidence of previous similar job and supply done (must include any or all of the following; Award Letters, Local Purchase Order, Goods Receipt Note).
- Evidence of having done similar jobs of a minimum value of ₦100,000,000 (this total amount from not more than two awards within the last two years).
- Evidence of NAFDAC registration for products quoted for.
- Copy of the Certificate of Analysis (CoA) for the batch quoted for.
- Evidence as distributor for this class of finished pharmaceuticals (i.e. distributor's license issued by manufacturer of the product).

Submission of pre-qualification documents:

- All pre-qualification documents (as listed above) **MUST** be sent electronically to preqimpactpharma@sfnigeria.org which is the designated email address set up to receive the submissions.
- Submissions via the e-mail **Must** be made on or before **5.00pm GMT +1 (Nigerian time) on the 22nd of January 2025**.
- Each submission **must not exceed 10MB**, for ease of bid uploading and retrieval.
- The subject of your e-mail **MUST** be titled as follows – '**PREQ-Lagos Impact**'.
- Any email received without this subject title will not be considered.
- Any submission received by post or hand delivered **WILL** be disqualified.

Pre-qualification submission review:

- A technical panel will be constituted to review the submissions and shortlist applicants to proceed to the next stage of Request for Quotation (RFQ) based on the criteria listed above.
- At this stage, a 'yes' or 'no' qualifier will be used to rate all the points above, and only organisations with a 'yes' response against all the points above will be considered for the next stage i.e. RFQ stage.
- Only organizations that satisfy the Pre-qualification requirements will have their submitted quotes evaluated.

B: Request for Quotation (RFQ) Stage:

The Procurement committee set up within SFH will assess the extent to which quotations submitted in response to this ITB, meet the evaluation criteria that are set forth below. To be eligible for consideration at this stage:

- Bids from interested organisations must adhere to the specifications provided in the table above. Products that do not meet the required specification will not be considered for evaluation.
- Delivery date should be clearly stated on your quotation.
- Validity of quote (not less than 90 days) must also be stated on your quotation.
- Prices **MUST** be stated in **Naira (₦)** for all bidders.
- Cost of delivery of item must be included in the unit cost and not quoted as a separate line item.
- The quotation, as well as all correspondence and documentation relating to the offer, must be in **ENGLISH**.

Submission of RFO Documents:

- Quotations for the above mentioned items **MUST** be sent electronically to rfqimpactpharma@sfnigeria.org; which is the designated email address set up to receive the submissions.
- Submissions via the e-mail **Must** be made on or before **5.00pm GMT +1 (Nigerian time) on the 22nd of January 2025**.
- The subject of your email must be titled to contain **ONLY** your Company's name (e.g. XYZ Company).
- Any email received without this subject title (i.e. your Company name only) will not be considered.
- Any submission received by post or hand delivered will be disqualified.
- At the Request for Quotation stage, price will be the major criterion used to evaluate the pre-qualified bids; however, delivery date may be used as an evaluation factor as SFH deems fit.
- All quotes should be on the Company's Letter Headed Paper and signed by an authorised signatory of the Company (quotations received without signatures will not be considered).

C: Terms of Invitation to Bid:

- This publication can also be found on SFH websites: www.sfhnigeria.org and on dgMarket (international tenders portal).
- SFH reserves the right to appoint or not to appoint any of the companies as it may deem fit. Any company appointed shall be subject to terms of engagement that may be entered on appointment as the supplier.
- Companies should take account of the expected submission date and are responsible to ensure that bids are received at SFH by the due date and time. Lost or misdirected e-mails received after the due date and time will be considered as having been submitted late.
- All costs incurred by bidders because of this process and any subsequent requests for information shall be borne by the bidding companies. This would include any costs incurred during functional demonstrations and subsequent meetings and negotiations.
- This advertisement shall not be construed as a commitment on the part of SFH to appoint any organisation nor shall it entitle any organization to claim any indemnity from SFH.
- It is required that you permit the World Bank (donor) to inspect all your accounts, records and other documents relating to this procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the World Bank. This will also apply to your sub-contractors and sub-consultants on this job.
- No advance payments will be made to the potential vendor.
- SFH is Value Added Tax (VAT) exempted.
- The applicable Withholding Tax will be deducted from the winning vendor's contract value, in compliance with Nigeria Tax law.
- Only successful bidders will be contacted.

Interested bidders are welcome to visit the SFH website (www.sfhnigeria.org) for clarifications, enquiries or general information. This can be done by clicking on the banner link (*Finished Pharmaceuticals for Lagos IMPACT*) on the home page of the website. Such information should be requested not later than (i.e. 13th January 2025) after publication. Bidders are informed that all clarifications will not be sent to the bidders requesting but shall be published on the SFH website. All responses to request for clarifications shall be posted on SFH website for all bidders to access and the responses to your clarifications will be placed on the website within 48hrs.

Submission of Applications/Closing Date:

The closing date for receiving the application is fifteen (15) working days (i.e. **22nd January 2025 at 5.00pm Nigerian Time**) from the day of publication excluding Public holidays. Any application received after the stipulated fifteen (15) working days and time will not be considered.