

## ANNOUNCEMENT

### PREQUALIFICATION OF VENDORS FOR PROVISION OF GOODS AND SERVICES TO THE IFAKARA HEALTH INSTITUTE FOR THE FINANCIAL YEAR 2024/2025

#### 1. Institute Overview

**Ifakara Health Institute (IHI)** – also known as Ifakara – is a leading research organization in Africa with a strong track record in developing, testing and validating innovations for health. Driven by a core strategic mandate for research, training and services, the Institute's work now spans a wide spectrum, covering biomedical and ecological sciences, intervention studies, health-systems research, service delivery and policy translation

#### 2. Official Call

**Ifakara** invites applications from eligible, competent and qualified companies for the prequalification to provide goods and services listed below for the 2024/2025 Financial Year:

#### LOTS FOR PREQUALIFICATION FOR THE FY 2024/2025

LOT #	LOT DESCRIPTION	LOCATION/BRANCH	FURTHER DESCRIPTION/LIST
1	SUPPLY OF GENERAL OFFICE STATIONERY	DSM/IFA/BAG/TAB/KAT/KAG	VARIOUS
2	SUPPLY OF OFFICE REFRESHMENT AND CONSUMABLES	DSM/IFA/BAG/TAB/KAT/KAG	VARIOUS
3	SUPPLY OF DRINKING WATER	DSM/IFA/BAG	VARIOUS
4	SUPPLY OF BRANDED PROMOTIONAL ITEMS, PRINTING AND CREATIVE DESIGNING SERVICES	DSM/IFA/BAG/TAB/KAT/KAG	VARIOUS
5	SUPPLY OF FIELD MATERIALS	DSM/IFA/BAG	VARIOUS
6	SUPPLY OF OFFICE FURNITURE, FIXTURES, FITTINGS AND CURTAINS	DSM/IFA/BAG/TAB/KAT/KAG	VARIOUS
7	PROVISION OF STATUTORY AUDIT	DSM/IFA/BAG	TOR
8	PROVISION OF HR CONSULTANCY SERVICE AND TEAM BUILDING SERVICES	DSM/IFA/BAG	TOR
9	PROVISION OF LEGAL RETAINER SERVICES	DSM	TOR
10	PROVISION OF VEHICLE INSURANCE	DSM	TOR

## ANNOUNCEMENT

LOT #	LOT DESCRIPTION	LOCATION/BRANCH	FURTHER DESCRIPTION/LIST
11	POWER BACK SYSTEM MAINTENANCE	DSM/IFA/BAG/	VARIOUS
12	SUPPLY OF ICT ITEMS	DSM/IFA/BAG	VARIOUS
13	PROVISION OF LAN & FIBER DEPLOYMENT SERVICES	DSM/IFA/BAG	TOR
14	PROVISION OF PRINTER MAINTENANCE AND REPAIR SERVICES	DSM/IFA/BAG	TOR
15	ESSENTIAL MATERNAL AND NEW BORN PRODUCTS	DSM	VARIOUS
16	PROVISION OF MOTOR VEHICLE GARAGE SERVICES	DSM/IFA/BAG	TOR
17	DESIGN AND SUPPLY OF MOTOR VEHICLES CANVAS AND SEAT COVERS	DSM/IFA/BAG	TOR
18	PROVISION OF MOTORCYCLE REPAIR SERVICES	IFA/BAG	TOR
19	PROVISION OF MOTORCYCLE SPARE PARTS	DSM/IFA/BAG	VARIOUS
20	SUPPLY OF BRAND-NEW MOTORCYCLES	DSM/IFA/BAG	VARIOUS
21	PROVISION OF MOTOR VEHICLE BODY REPAIR	DSM/IFA/BAG	VARIOUS
22	SUPPLY OF MOTOR VEHICLE SPARE PARTS	DSM	VARIOUS
23	PROVISION FOR MOTOR VEHICLE TYRE AND TUBE	DSM/IFA/BAG	VARIOUS
24	SUPPLY OF MEDICINES AND PHARMACEUTICALS	DSM/IFA/BAG	VARIOUS
25	PROVISION OF BIOMEDICAL EQUIPMENTS, LABORATORY REAGENTS, SUPPLIES AND CONSUMABLES	DSM/IFA/BAG	VARIOUS
26	INSTALLATION, REPAIR AND MAINTENANCE OF LABORATORY EQUIPMENT	IFA/BAG	VARIOUS

**Ifakara Branch**

Off Mlabani Passage  
 P.o. Box 53 Ifakara  
 Phone: +255232931572

**Dar es Salaam Office**

Plot 463 Kiko Avenue Mikocheni  
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**Bagamoyo Branch**

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27	PROVISION OF PLUMBING REPAIRS AND MAINTENANCE	DSM/IFA/BAG	TOR
28	PROVISION OF CONSTRUCTION, BUILDING REPAIR AND MINOR MAINTENANCE SERVICES	DSM/IFA/BAG	VARIOUS
29	PROVISION OF OFFICE ELECTRICAL SERVICE AND REPAIRS	DSM	TOR
30	SUPPLY OF HARDWARE MATERIALS	IFA/BAG	VARIOUS
31	PROVISION OF ELECTRICAL SUPPLIES	DSM/IFA/BAG	VARIOUS
32	PROVISION OF FIRE EXTINGUISHERS AND AUTOMATIC FIRE SUPPRESSOR MAINTENANCE SERVICE	DSM/IFA/BAG	TOR
33	PROVISION OF CONFERENCE AND ACCOMODATION SERVICES	DSM/IFA/BAG/TAB/KAT/KAG	VARIOUS
34	PROVISION OF CANTEEN SERVICE	DSM/BAG	VARIOUS
35	PROVISION OF CLEARING AND FORWARDING SERVICE	DSM	TOR
36	SUPPLY OF BATTERIES AND LUBRICANTS FOR MOTOR VEHICLES AND GENERATORS	DSM/IFA/BAG	VARIOUS
37	SUPPLY AND INSTALLATION OF SOLAR PRODUCTS AND MATERIALS	DSM/IFA/BAG	VARIOUS
38	PROVISION OF OFFICE CLEANLINESS AND SANITARY SERVICES	DSM/BAG	VARIOUS
39	PROVISION OF FUMIGATION AND PEST CONTROL	DSM/IFA	TOR
40	PROVISION OF COURIER SERVICES	DSM/IFA/BAG	TOR
41	PROVISION OF PUBLIC AUCTION SERVICE	DSM/IFA	TOR

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42	PUBLICITY AND DOCUMENTATION SERVICES	DSM/IFA/BAG	TOR
43	DECORATION AND EVENT PLANNING	DSM/IFA/BAG	TOR
44	PROVISION OF ADVERTISING SERVICES	DSM	TOR
45	PROVISION OF MOTOR VEHICLE FUEL SERVICES	KAG/TAB/KAT	VARIOUS
46	PROVISION OF VEHICLE HIRING	DSM/IFA/BAG/TAB/KAT/KAG	TOR
47	PROVISION OF OFFICE SECURITY SERVICE	DSM/BAG	TOR
48	SUPPLY OF AIR CONDITIONS	DSM/IFA/BAG	VARIOUS
49	SUPPLY OF NEW BICYCLES	DSM	VARIOUS

### 3.0 Instructions

**3.1** The tender is open to all bidders. The bidding process will be conducted through competitive procurement procedures specified in the Ifakara's Administration Manual.

**3.2** Interested eligible bidders may obtain additional information from the Secretary's Office or inquire about the same from Ifakara's Tender Committee via email at [procurement@ihi.or.tz](mailto:procurement@ihi.or.tz) from 09:00hrs to 16:00hrs (EAT), Monday to Friday, from the date of first appearance of this announcement.

### 4.0 Applications

**4.1** Interested bidders must pay a non-refundable fee of Tshs 100,000/= to the following bank account: Bank: **NMB Bank House**. Account Name: **IFAKARA HEALTH INSTITUTE**. Account Number: **BS 20103500224**.

**4.2** Interested bidders must complete tendering documents which can be obtained after submission of a bank slip to Ifakara's offices located in; Dar es Salaam – Mikocheni; Bagamoyo – Kingani Area; and Ifakara – Off Mlabani Passage.

**4.3** All applications and deposits must be enclosed in an envelope with a seal and addressed to:

**Chief Executive Director,  
Ifakara Health Institute,  
P.O. Box 78373,  
Dar es Salaam**

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**4.4** Hand delivered sealed envelopes should be submitted at Front Desks (receptions) before or on Friday, 23<sup>rd</sup> August 2024 at 10:00 am (EAT).

**4.5 The deadline for all submissions is 23<sup>rd</sup> August 2024 at 10:00 am (EAT).** Thereafter, the opening of the tenders will immediately start.

### **5.0 Important**

**5.1** Please note that late applications **will not be accepted** for evaluation irrespective of circumstances.

**5.2** Other instructions and procedures for the bidding process will be found in the tender documents.



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