

THE CLINTON HEALTH ACCESS INITIATIVE
(CHAI)

**PREQUALIFICATION DOCUMENT FOR CONTRACTORS FOR
CIVIL WORKS, PIPING AND INSTALATION FOR VIE TANKS
AND VAPORIZER SITES**

PROPOSED PROJECT FOR INSTALLATION OF PIPING, VACUUM-INSULATED
EVAPORATOR (VIE) TANKS AND VAPORIZERS IN HOSPITALS IN KENYA

Posting Date 27th June 2025

Closing date 25th July 2025



Issued by:
CHAI KENYA

1.0 PRE-QUALIFICATION NOTICE

Clinton Health Access Initiative - Kenya (CHAI) invites pre-qualification applications from interested, eligible, capable firms for award of contract and pre-qualification as works contractors in the following categories: -

PREQUALIFICATION FOR OXYGEN INSTALATION AND INFRASTRUCTURE		
REFERENCE CODE	CATEGORY DESCRIPTION	ELIGIBILITY
PQ/CHAI-KE-EAPOA-001/25	Building and civil contractors	NCA ≥4 licensed
PQ/CHAI-KE-EAPOA-002/25	Oxygen Piping supply and installation	Valid ISO 9001:2015 on Installation of medical gases pipeline
PQ/CHAI-KE-EAPOA-003/25	Bulk oxygen Tank Installation	Valid ISO 9001:2015 on Installation & Maintenance of Cryogenic Vessels

2.0 INTRODUCTION

This standard procurement prequalification document has been prepared for use by Clinton health Access Initiative- Kenya and is intended for use in prequalifying candidates wishing to tender for Civil works, Piping work and VIE installation works where CHAI-Kenya determines it is necessary for procurement to be made through a prequalification process. It may also be used by CHAI for the purpose of registration of candidates for future works.

The Clinton Health Access Initiative (CHAI) is supporting the strengthening of medical oxygen ecosystems, including the improvement of medical oxygen availability and supply systems in Eastern Africa through support of Unitaid. The East Africa Program on Oxygen Access (EAPOA) aims to improve access to medical oxygen in low- and middle-income countries (LMICs) across East Africa.

CHAI seeks to install Vacuum Insulated Evaporator (VIE) tanks and Vaporizers and undertake piping infrastructure works in Health facilities in Kenya.

3.0 PRE-QUALIFICATION OBJECTIVE

CHAI hereinafter referred to as the procuring entity intends to prequalify contractors for the construction of concrete plinths, security fencing, and the other related civil/service works related infrastructure items, piping and VIE tank installation.

General information on the access to site, project layout, expected construction period, facilities, services provided by the procuring entity to the prequalified contractors.

The pre-qualified contractors will be called upon to bid on works across health facilities earmarked for infrastructure improvements.

4.0 SUBMISSION OF APPLICATION

The completed bid submission must be filled, scanned and submitted electronically on or before **Friday 25th July, 2025** in pdf to chaikebids@clintonhealthaccess.org

No late submissions shall be accepted. CHAI reserves the right to accept or reject late applications. All the information requested for pre-qualification shall be provided in the English language.

Failure to provide information that is essential for effective evaluation of the applicant's qualifications or to provide timely clarification or substantiation of the information supplied may result in the applicant's disqualification.

For any clarification/queries write to us at chaikebids@clintonhealthaccess.org with bid reference number in the subject line by **11th July 2025**. CHAI may contact respondents for further discussions regarding submissions and subsequent contracting.

5.0 ELIGIBLE CANDIDATES

This invitation is open to locally licensed and registered contractors. Applicants should be able to demonstrate their competence with a track record of construction and installations of reinforced concrete structures, steel fencing and building works or oxygen piping works and/or bulk tank installation.

Applicants found capable of performing the contract satisfactorily in accordance with the set prequalification criteria shall be considered for prequalification.

Potential contractors must demonstrate the capacity, willingness and commitment to meet the pre-qualification criteria.

6.0 PRE-QUALIFICATION CRITERIA

The attached questionnaire forms PQ-1, PQ-2, PQ-3, PQ-4, PQ-5, PQ-6, PQ-7, are to be completed by prospective suppliers/consultants/contractors who wish to be pre-qualified for submission of tender for the specific tender.

Pre-qualification will be based on meeting the minimum requirements to pass in the criteria set as shown below. CHAI reserves the right to waive minor deviations if they do not materially affect the capability of an applicant to perform the contract.

The pre-qualified application forms which 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 English.

Qualification

It is understood and agreed that the pre-qualification data on prospective bidders is to be used by the CHAI in determining, according to their sole judgment and discretion, the qualifications of prospective bidders to perform in respect to the Categories as described.

Prospective bidders will not be considered qualified unless in the judgment of CHAI, they possess the capability, experience, qualified personnel available and suitability of equipment and net current assets or working capital sufficient to satisfactorily execute the contract for services.

Essential Criteria for Pre-qualification

General Experience

The applicant shall have successful experience as main contractor in execution of at least three projects of a nature and complexity comparable to the proposed contract within the last 5 years.

Personnel capabilities.

The names and pertinent information and CV of the key personnel to execute the contract must be indicated in form PQ-5.

Equipment capabilities.

The applicant should own, or have assured access (through hire, lease, purchase agreement, availability of manufacturing equipment, or other means) the following key items of equipment in full good working order, and must demonstrate that, based on known commitments they will be available for use in the proposed contract.

Financial position

The applicant shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit and other financial means sufficient to meet the construction cash flow net of the applicants' commitments for other contracts.

The Supplier's/contractor's financial condition will be determined by latest financial statement submitted with the prequalification documents as well as letters of reference from their bankers regarding suppliers/contractor's credit position. Potential suppliers/consultants/contractors will be pre-qualified on the satisfactory information given.

Special consideration will be given to the financial resources available as working capital, taking into account the amount of uncompleted orders on contract and now in progress. However, potential bidders should provide evidence of financial capability to execute the contract(s).

Litigation status

Litigation history the applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under its execution over the last five years.

The firm must have a fixed Business Premise and must be registered in Kenya, with certificate of registration/ incorporation and copies attached.

The firm must show proof that it has paid all its statutory obligations and have a valid Tax compliance Certificate

Past Performance

Past performance will be given due consideration in pre-qualifying bidders. Letter of reference from past customers/clients should be included.

Statement

Application must include a sworn statement Form PQ-8 by the Tenderer ensuring the accuracy of the information given.

7.0 PREQUALIFICATION EVALUATION CRITERIA

NO	CRITERIA	NOTES
	Mandatory Requirements: <ul style="list-style-type: none"> • Copy of Certificate of Registration/ Incorporation • Copy of Current Tax Compliance Certificate • Copy of PIN Certificate • Copy of VAT Certificate • Membership in a professional body • Must Fill Forms PQ1, PQ2, PQ3, PQ4, PQ5, PQ6, PQ7, PQ8 • Firms must provide Outline of the Firm's organizational Structure: Provide an outline of the composition of the firm • Valid ISO 9001:2015 Certificate 	
	Period of operation (attach copy of certificate of business registration/certificate of Incorporation)	
	Ability to demonstrate previous successful execution of work under the categories Provide list of assignments carried out in the last (3) three years and a list of clients and references to which the firm has offered similar assignment with proof of supply or certificate of completion.	
	At least 2no. qualified staff in the respective categories applied (attach CV in the format provided)	
	One page outline how the firm will perform a contract once awarded a tender or Quotation; including delivery and logistics plans	

8.0 TERMS AND CONDITIONS

- If successful, the Contractor will follow the CHAI procurement process.
- CHAI's Terms and Conditions stipulated in the Purchase Order shall apply.

9.0 PRE-QUALIFICATION DOCUMENTS

All these are MANDATORY and failure to attach any of the documents will lead to an automatic disqualification.

Item	Required Information	Form
1	Registration	PQ-1
2	Supervisory Personal	PQ-2
3	Confidential Business questionnaire	PQ-3
4	Past Experience	PQ-4
5	Staff Composition	PQ-5
6	Litigation History	PQ-6
7	Document checklist	PQ-7
8	Sworn Statement	PQ-8

10.0 SUBMISSION DATE AND TIME

The completed bid submission must be filled, scanned and submitted electronically on or before **Friday 30th June, 2025** in pdf to chaikebids@clintonhealthaccess.org by the closing date stated on the returnable document.

No late submissions shall be accepted.

FORM PQ-1 REGISTRATION DATA

REGISTRATION OF SUPPLIERS APPLICATION FORM

Category Code No.....

Category Description.....

I/we.....hereby apply for registration as supplier(s)

(Name of Company/Firm)

Post Office Address

Town

Street

Name of building.....

Room/Office No. Floor No.....

Telephone Nos.....email.....

Full Name of applicant

Other branch location

2Partnership (if applicable)

Names of Partners.....

3. Business founded or incorporated.....

4. Under present management since

5. Net worth equivalent Ksh.

6. Bank reference and address.....

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7. Sister company reference and address

8. Enclose copy of organization chart of the firm indicating the main fields of Activities

9. State any technological innovations or specific attributes which distinguish you from your competitors

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10. Indicate terms of trade/sale

PQ-2 SUPERVISORY PERSONNEL

Name

Age.....

Academic Qualification

Professional Qualification.....

Length of service with Contractor or Supplier position held.....

(Attach copies of certificates/CV of key personnel in the organization)

PQ-3 CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in part 1 and either part 2(a), 2(b) or 2(c) whichever applies in your type of business. You are advised that it is a serious offence to give false information on this Form.

PART 1 GENERAL

Business Name

Location of Premises

Street/Road

Postal Address Telephone No

Nature of Business

Current Trade License No Expiring Date

Maximum value of business which you can handle at one time in Ksh.....

Name of your Bankers..... Branch

PART 2 (A) – SOLE PROPRIETOR

Full Name Age.....

NationalityCountry of Origin

PART 2 (B) – PARTNERSHIP

Given details of partners as follows:

Name	Nationality	Citizenship	Share

PART 2 (C) – REGISTERED COMPANY

Private or Public:

Give details of all directors as follows:

Name	Nationality	Citizenship	Share

Signature & Stamp of Tenderer

PQ-4 PAST EXPERIENCE

Names of the Applicants Clients in the last three years:

Name of 1st Client (Organization)

- I. Name of Organization
- II. Address of Organization
- III. Name of Contact Person at the Organization
- IV. Telephone Number of Organization
- V. Value of Contract
- VI. Date of Contract

Name of 2nd Client (Organization)

- I. Name of Organization
- II. Address of Organization
- III. Name of Contact Person at the Organization
- IV. Telephone Number of Organization
- V. Value of Contract
- VI. Date of Contract

Name of 3rd Client (Organization)

- I. Name of Organization
- II. Address of Organization
- III. Name of Contact Person at the Organization
- IV. Telephone Number of Organization
- V. Value of Contract
- VI. Date of Contract

PQ-5 STAFF COMPOSITION

1. Directors/Partners

Name	Position	Specialization & Qualification

2. Technical/Management staff

Name	Position	Specialization & Qualification

3. Support Staff

Name	Position	Specialization & Qualification

PQ-6 LITIGATION HISTORY

The Supplier/Service Provider 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 disputed litigation and matter	Dispute value

PQ-7 PREQUALIFICATION CHECKLIST

All firms must provide the following:

DOCUMENT	AVAILABLE
Copies of Certificate of Registration or incorporation	
Copy of VAT Registration Certificate	
Current/Valid Tax Compliance Certificate from Kenya Revenue Authority	
Copies of PIN Certificates of Firm/Company	
List of ongoing contracts (goods/services)	
NCA license for construction applicants	
Letters of recommendation from three of your major clients indicating contact person(s) and their telephone number.	
Bank references.	
Company profile that shall include details of the management team	

PQ-8 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 submission of a tender or quotation on the basis of provisions in the tender or quotation documents to follow.
- c) When the call for Tenders/Quotations is issued and the legal technical or financial conditions or the contractual capacity of the firm changes we shall inform you and acknowledge your right to review the prequalification made.
- d) We enclose all the required documents and information required for the prequalification evaluation.

Date.....

Applicant's Name

Represented By

Signature

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