

THE CLINTON HEALTH ACCESS INITIATIVE (CHAI)

PROPOSED PROJECT FOR SUPPLY OF MEDICAL GAS PIPELINE SYSTEM (MGPS)  
AT TWO HOSPITALS IN ISLAND TANZANIA

**BIDDING DOCUMENT FOR INSTALLATIONS OF MEDICAL GAS  
PIPELINE SYSTEM (MGPS) INSTALLATIONS ONLY FOR  
EQUIPMENT/PIPES AT ABDULLA MZEE REGIONAL HOSPITAL –  
PEMBA AND KIVUNGE DISTRICT HOSPITAL – UNGUJA IN ZANZIBAR**

**PROJECT UNDER FHi360 SUPPORT**

Issued by:  
CHAI

## **1.0 PREAMBLE**

The Clinton Health Access Initiative (CHAI), is a sub-grantee of FHi360, in meeting targets and maintaining Epidemic Control (Epic) project, a global five-year project funded by US Government where FHi360 is the prime implementation partner. Epic receives COVID-19 funding to prevent, prepare for, respond to and bolster health systems to address-COVID-19 and reduce cases of re-emergence. Part of Epic's COVID-19 programs is to strengthen medical oxygen ecosystems across countries in Africa, Asia, Pacific and Latin-America.

CHAI intends to use part of the proceeds to cover for Installations and Commissioning of Medical Gas Pipeline System (MGPS) at two (2) hospitals in Island Tanzania that include: -

- i. Kivunge District Hospital (KDH) – Unguja;
- ii. Abdullah Mzee Regional Referral Hospital (AMRH) – Pemba.

The project will be implemented in collaboration with CHAI, Architectural and Engineering Firm (A&E-Firm), Ministry of Health and, Hospital Biomedical Engineering Teams and, the Vendor for supply of all equipment and fittings.

A quick appraisal and MGPS designs was undertaken to ensure successful project delivery as per the requirements in line with acceptable standards of safety, quality and reliability as per statutory requirements and specific relevant standards such as HTM 02-01.

This document provides the Instructions to Bidders (ITB) in line with preliminary requirements, technical and commercial specifications for the Installations of Medical Gas Pipeline System (MGPS) in Island Tanzania.

## **2.0 LANGUAGE AND CURRENCY OF BID**

The language of Bid is English and, pricing in Tanzanian Shillings.

## **3.0 CLARIFICATIONS OF BID**

For any clarification / queries please write to us at [chaitzprocurement@clintonhealthaccess.org](mailto:chaitzprocurement@clintonhealthaccess.org); with bid reference number in the subject line by **October 13<sup>th</sup>, 2025** CHAI may contact respondents for further discussions regarding submissions and subsequent procurement.

## **4.0 SCOPE OF WORKS**

The vendor is urged to ensure acceptable standards of safety, quality and reliability as per statutory requirements and specific relevant standards such as HTM 02-01.

The activities for each site will include Installations and Commissioning of MGPS fittings / units and copper-pipes, consultations for guidelines/requirements from the Equipment-supplier, inspections and third-party-inspection by Tanzania or Zanzibar Medical and Drugs Authority (TMDA / ZMDA), joint-inspection-after-installations and commissioning by other Equipment-Vendor.

## **5.0 COLLABORATIONS**

You are urged to collaborate with;

- a) CHAI
- b) Ministry of Health
- c) Hospital Engineering Teams;
- d) A&E Firm;
- e) The VIE-Tank and Equipment Vendor;

## **6.0 TYPE OF CONTRACT**

This contract will be a direct contract to be executed by the successful Vendor as referred to in this document and CHAI will be the "Client".

The standard CHAI procedure for appointment of Vendor will be used. The appointment will be done according to the internal manual and policy. The standard Purchase Order (PO) is attached for easy reference as the contract appointment document. CHAI and A&E Firm will act as the Engineer and Principal Agent. The Principal Agent shall make provision for and purchase the above documents.

## **7.0 BID ELIGIBILITY**

This is an Open Bid to all prospective vendors incorporated and registered by relevant Authorities with ISO 9001 or ISO 13485 Certifications and, ISO 7396-1 and HTM 02-01 for pipe-network-installations.

The Bid will be issued to any Registered Supplier by relevant Authorities such as TMDA and ZMDA and, ISO 9001 or ISO 13485 Certifications. Also, the Vendor for MGPS-Installation is allowed to bid for the MGPS-Equipment.

## **8.0 EVALUATION AND ADJUDICATION**

The Bid will be evaluated and adjudicated by Evaluation-Committee, CHAI-Procurement and, Adjudication by CHAI-Management as per approved CHAI's Procurement Policy.

A written recommendation will be made to CHAI-Procurement who will review the recommendation against their procurement policy and, advise the CHAI-Management for a final appointment. The appointment will be awarded based on completeness of document submission (proving competency and capability) and price according to the following formula:

Description	Percentage
a) Local Content – Incorporation to the United Republic of Tanzania and; Registered by Regulatory Authority such as TMDA/ZMDA/FDA; b) Incorporated Oversees with ISO-Certifications.	10%
Completeness – of submission of the following compulsory documents: - a) Bid-Form b) Bid-Validity not less than Ninety (90) days c) Certificate of Incorporation as issued by relevant Authority such as BRELA or the like; d) Power of Attorney for the Authorizing Person;	10%

Description	Percentage
e) Current Business License/Tax-Clearance-Certificate; f) Banking details – statements, possibility of credit-facilities and Account Number and Name; g) Proof of Registered Address; h) Complete priced Bills of Quantities (BOQs) initialed in all pages; i) List of similar projects completed over the past 3-years by showing the title, location, client name, consultant and, value; j) List of projects underway; k) ISO 9001 or ISO 13485 Certifications; l) Work-plan m) Method Statement	
Technical Competency to all sites: - a) ISO 9001 or ISO 13485 Certifications and; all pipe networks must be purged, inspected, tested, and commissioned for medical oxygen service according to ISO 7396-1 b) Past-experience in terms of similar projects completed; c) Competitive Duration d) Method Statements to substantiate the operations; e) Availability of qualified staffs for the assignments; f) Availability of equipment/tools;	50%
Financial Competency – Price	30%
TOTAL	100%

## 9.0 REQUIRED BIDDER COMPETENCY

Only submissions from companies with proven capability and competence will be considered;

- a) Incorporation to the United Republic of Tanzania or Overseas and; Registered by Regulatory Authority such as TMDA/ZMDA/FDA, with all attachments under chapter eight (8) above with completeness in items a)-m);
- b) Be able to demonstrate successful installations of MGPS;
- c) Have adequate technical capacity to execute the specified work;

## 10.0 CONTRACT PRICE

This will be a fixed price contract based on the priced Bills of Quantities.

## 11.0 EXTRA PAYMENTS

Vendors must acquaint themselves fully with the local conditions and the requirements of this specification. CHAI will not consider any later claims by the successful Supplier for extra payment arising out of underestimating any of the requirements.

## 12.0 PROGRAM AND COMPLETION

The period for completion of the work will be proposed by Vendor in her program of work, reviewed by CHAI and agreed on between CHAI and the Vendor taking the operational requirements of the facility into account.

CHAI shall indicate on the Purchase Order (PO) the contract-days required to complete the project. The PO will be adjusted not to penalize the Vendor due to unforeseen. The Vendor shall state the time, in days, required for completion of the contract in the Priced BOQs and such time will be used as contractual completion time of the project.

### **13.0 METHOD STATEMENT**

The Installation-Vendor will be required to complete work method statement for the implementations

Since the Vendor for Installation is expected to collaborate with Equipment-Vendor as per the Vendor-Dossier, installation requirements and; specifications stated in the draft Purchase Order then, method statement is required.

### **14.0 HEALTH AND SAFETY**

The Vendor will adhere to all Health & Safety requirements of the Hospital and CHAI's Environmental Management and Mitigation Plan and seek relevant permissions timeously to operate in the environment where necessary.

The Vendor shall supply and maintain all safety equipment, personal protective equipment and any other assistance and equipment required to gain access to work areas.

### **15.0 ACCESS AND CONTROL**

The Vendor and all other employees will be required to keep a register of time on site and handed to the A&E-Firm / CHAI on request.

### **16.0 PARTICULAR SPECIFICATIONS**

The particular specifications are found under Annex-B of the Draft Purchase Order and, other sections

### **17.0 SITE OFFICE**

If required the Vendor, in coordination with CHAI and Hospital-Team the Vendor may be provided with site office.

The safekeeping of all equipment and tools shall be the responsibility of the Vendor until the acceptance date.

### **18.0 HANDLING OF MATERIAL**

- a) The Vendor shall be responsible for providing all the required equipment for the installations and proper handling of the material on site.
- b) The Vendor shall be responsible for storing material and equipment on site, without obstructing movements of any facility business related to its daily operations.

### **19.0 DOCUMENTS APPLICABLE**

The following documents should be read in conjunction with this bid:

- a) Draft Purchase Order;
- b) Drawings
- c) Unpriced Bills of Quantities.

## **20.0 INSPECTION AND TESTING**

The Vendor is solely responsible for quality, safety and reliability in line with acceptable standards of safety, quality and reliability as per statutory requirements and specific relevant standards such as HTM 02-01

On completion of the installation, the vendor shall carry out his/her own inspections to ensure that the installation and equipment comply with safety standards before notifying the A&E Firm/CHAI.

The A&E Firm/CHAI will not act as the Vendor's inspector or quality control official but to ensure that the work has been completed and to standard.

The A&E Firm/CHAI should be notified no less than 5 days before completion for sign-off. No snagging procedure shall apply. Work completion shall be accepted or rejected per the requirements.

The Vendor will also be required to develop the As-Built-Drawings.

## **21.0 CONTRACT COMPLETION MILESTONES**

Sectional Completion and Payment Certificates will be issued once installations are verified on site.

## **22.0 PRICE SCHEDULES**

- a) Vendors are required to submit unit prices as indicated in the "Bill of Quantities".
- b) Price to hold firm for ninety (90) days from bid closing date.

## **23.0 PENALTIES**

The following penalties shall be applicable:

- a) If the Vendor fails to complete the project within the agreed timeline as outlined in the contract and annexed schedule, a penalty of 0.1% of the total contract value will be applied for each day of delay, up to a maximum of 10%. This penalty will be deducted from the final payment to the supplier. Exceptions will only be considered for delays caused by force majeure or other circumstances beyond the supplier's control, subject to CHAI's approval.
- b) Failure and disregard to follow instructions issued by the A&E-Firm/CHAI may result contract termination.
- c) This will not be the sole and exclusive remedy available to CHAI.

## **24.0 SITE VISIT FOR BIDDING PURPOSES**

Due to the sensitivity of this work, a compulsory Pre-Bidding-Meeting and site visits may be arranged.

## **25.0 TERMS AND CONDITIONS**

- a) If successful, the Vendor will follow the normal CHAI procurement process.
- b) CHAI's Terms and Conditions stipulated in the Purchase Order shall apply.

## **26.0 COMPULSORY SUBMITTAL DOCUMENTS**

- a) The "Bid Submission Document" completed, initialed on each page and signed.
- b) Completed Bill of Quantities initialed in all pages together with clear rates for all items
- c) Certificate of Incorporation as issued by BRELA
- d) Bid Form.
- e) Registration with Regulatory Authorities such as TMDA, and FDA
- f) Power of Attorney for the Authorizing Person;
- g) Current Business License / Tax-Clearance-Certificate;
- h) Relevant ISO-Certifications
- i) Banking details – statements, possibility of credit-facilities and, Account Number and Name;
- j) Proof of Registered Address;
- k) Complete priced Bills of Quantities (BOQs) initialed in all pages;
- l) List of similar projects completed over the past 3-years by showing the title, location, client name, consultant and, value;
- m) List of projects underway;
- n) List of key-staffs and their resumes;
- o) Program of Work
- p) Method Statement

## **27.0 CODE OF CONDUCT**

### **Preamble**

This is a set of minimum requirements, expected by the CHAI Essential Medicines team, from vendors with whom it does business. CHAI expects adherence to all provisions of this document by suppliers, their employees, subsidiary, or any subcontractors they engage with to execute any contract with CHAI

### **Ethical Conduct**

CHAI expects its vendors to adhere to the highest moral and ethical standards and not engage in any form of corrupt practices e.g., extortion, fraud, collusion, coercion, and bribery.

### **Compliance with laws and regulations**

CHAI expects its suppliers to comply with laws and regulations of all jurisdictions in which we do business, including the local laws and regulations in which the suppliers operate and/or register.

### **Confidentiality**

All information provided by CHAI as part of this solicitation must be treated as confidential. If any information is inappropriately released, CHAI will seek appropriate remedies as allowed. Proposals, discussions, and all information received in response to this solicitation will be held as strictly confidential, except as otherwise noted.

#### Communication

All communications regarding this solicitation shall be directed to appropriate parties at CHAI via the contact information provided in the solicitation document. Contacting third parties involved in the project, the review panel, or any other party may be considered a conflict of interest and could result in disqualification of the proposal.

#### Conflict of interest disclosure

Vendors bidding on CHAI business must disclose, to the procurement contact listed in the RFQ, any actual or potential conflicts of interest. Conflicts of interest could be present if; there is a personal relationship with a CHAI staff member that constitutes a significant financial interest, board memberships, other employment, and ownership or rights in intellectual property that may conflict with the supplier's obligations to CHAI. Suppliers and CHAI are protected when actual or perceived conflicts of interest are disclosed. When necessary, CHAI will create a management plan that provides mitigation of potential risks presented by the disclosed conflict of interest in line with existing CHAI policies

#### Inducement

Gifts, commissions, rebates, and any offer of hospitality are considered as inducements and should not be offered to CHAI staff to influence business with CHAI and vice versa.

#### Prohibitions

CHAI will not engage in business with any organization that engages in Child Labor or Forced Labor and will not tolerate any acts of discrimination, violence, harassment including sexual exploitation and abuse.

#### Reporting Violations

Any concerns or reports of violations of this code should be reported immediately by contacting the CHAI Helpline. The Helpline is a third-party "whistleblower" service that allows complaints to be made anonymously, with identifying details removed. (You may also choose to identify yourself by name.) The Helpline can receive complaints in more than 200 languages.

Email: [chai@integritycounts.ca](mailto:chai@integritycounts.ca);

Reverse Charge (Collect Call): +1-604-922-5953

- Step 1: Call your international operator
- Step 2: Ask the operator to place a collect call to +1-604-922-5953
- Step 3: When the call is accepted by reception, please ask for a Whistleblower Agent
- Step 4: Report your incident to the agent Website: [www.integritycounts.ca](http://www.integritycounts.ca)

Failure to comply with the provisions of this document can lead to the disqualification of a supplier.

## **28.0 SUBMISSION DATE AND TIME**

The completed bid submission must be filled out by hand, scanned and submitted electronically on or before **October 19th, 2025** in .pdf to



[chaitzprocurement@clintonhealthaccess.org](mailto:chaitzprocurement@clintonhealthaccess.org) by the closing date stated on the returnable document. Also, excel softcopies are required.

No late submissions shall be accepted.

## 29.0 FORMS

### 29.1 Bid Form

To:

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including
- (b) We offer to execute in conformity with the Bidding Documents the following Works:  
\_\_\_\_\_;
- (c) The total price of our Bid, excluding any discounts offered in item (d) below is:  
\_\_\_\_\_;
- (d) The discounts offered and the methodology for their application are:  
\_\_\_\_\_;
- (e) Our bid shall be valid for a period of \_\_\_\_\_ [insert validity period as specified in days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from eligible countries;
- (g) We, including any subcontractors or suppliers for any part of the contract, do not have any conflict of interest;
- (h) We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in the country of the Employer, as such laws have been listed by the Employer in the bidding documents for this contract.
- (i) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (j) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (k) If awarded the contract, the person named below shall act as Supplier's Authorizing Person: \_\_\_\_\_

Name:	
In the capacity of:	
Signed:	

Duly authorized to sign the Bid for and on behalf of:	
Date:	

## 29.2 Sub-Suppliers / Contractors Form

Please provide a list of qualified sub-suppliers (if any) that will be deployed on the project:

No.	Sub-suppliers/contractors	Scope

## 29.3 Project Manager or Team-Leader Form

Please give the name and, attach a copy of the Professional Registration Certificate of the person under whose authority the installations shall be done.

## 29.4 Capacity Form

Number of Biomedical/Mechanical Engineering Degree/Diploma Qualified staffs available for the project [names, years of experience]:

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Number of Biomedical/Mechanical Technicians available for the project [names, years of experience]:

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## 29.5 Draft Purchase Order

Attached in separate file.

## 29.6 Pricing the BOQs

Attached separately in excel sheets for each site