



Request For Proposal (RFP)

Supply, Delivery, Installation, Training and Commissioning of Medical Equipment for Health Facilities

Program: EpiC Zambia - Clinton Health Access Initiative (CHAI) Zambia

Procurement Method: Open Competitive Bidding

RFP Reference No.: RFP/CHAIZM/EQUIP/002

Issue Date: 03 February 2026

Closing Date and Time: 03 March 2026, 23:59 PM CAT

1. Background

The Clinton Health Access Initiative (CHAI), with funding from FHI 360 under a United States Government (USG)-supported program, is working with the Government of Zambia to strengthen the national medical oxygen ecosystem. Through this project, CHAI is facilitating the supply and installation of liquid oxygen equipment at selected public health facilities to expand access to oxygen across the country.

CHAI therefore invites sealed proposals from eligible, reputable, and ZPPA-registered suppliers for the supply, delivery, installation (where applicable), commissioning, and warranty support of the items listed in Schedule A (see also equipment specifications list in the link provided).

2. Objectives of the RFP

The objectives of this procurement are to:

1. Source high-quality, safe, and standards-compliant medical equipment and consumables.
2. Promote fair competition and value for money.
3. Ensure timely delivery, installation, and after-sales support within Zambia.
4. Maintain compliance with national procurement and health sector regulatory frameworks.

3. Scope of Supply

The successful bidder(s) will be required to: - Supply items as specified in [Schedule A](#); Take part in the site visit of the locations when confirmed - Deliver items to designated location (as advised at contract award); - Provide testing, and commissioning for equipment where required; - Provide user training and basic operational manuals; - Provide warranty (minimum 12 months) and after-sales technical support; - Ensure availability of spare parts and consumables for at least 3 years. Please follow the link to access the schedule of equipment ([Schedule A](#)) under this scope of procurement.

The equipment specifications in [Schedule A](#) represent the minimum technical requirements. Bidders may offer equivalent or superior specifications, clearly indicating deviations.

4. Eligibility Requirements

Legal and Registration Requirements

- Certificate of legal registration from country of incorporation
- Valid tax compliance status in home jurisdiction
- Evidence of legal ability to enter into contracts

Technical Capacity

- At least three (3) relevant supply contracts in the last five years
- Manufacturer's authorization (when bidding as a distributor)
- Technical brochures and compliance statements

Local Support Strategy

- Either a presence in Zambia or a plan for in-country installation and service
- Evidence of service partner or agent agreement

5. Evaluation Criteria

Proposals will be evaluated using the Quality and Cost Based Selection (QCBS) method:

a) Technical Evaluation - 70%

- Compliance with specifications - 30%

- Supplier experience and references - 20%
- Warranty and After-Sales Support- 10%
- Delivery and Implementation Plan - 10%

b) Financial Evaluation - 30%

- Lowest evaluated, responsive bid will receive the highest score
- Others scored proportionate to lowest bid

c) Combined Score: Technical Evaluation Score + Financial Evaluation Score

Only bidders who achieve at least 70% in the technical evaluation will proceed to financial evaluation.

6. Delivery Schedule

Delivery shall be completed within 30-90 days from contract signing, depending on item type. A detailed delivery plan must be provided in the proposal.

7. Payment Terms

Payments shall be made upon: - Successful delivery and inspection; - Installation and commissioning (where applicable); - Submission of complete documentation and invoice.

Advance payment, if requested, must be supported by a bank guarantee.

8. Submission of Proposals

- Two separate emails: **Technical Proposal** and **Financial Proposal**
- Technical must include equipment specs, compliance statements, delivery timelines, warranty, and training plan
- Financial must include unit prices, total cost, taxes, delivery costs (DAP), and price validity (minimum 90 days)

Email 1: Email subject line must read: **“RFP/CHAIZM/EQUIP/002 - [Name of Bidder] - Technical Proposal**

Email 2: Email subject line must read: **“RFP/CHAIZM/EQUIP/002 - [Name of Bidder] - Financial Proposal**

Proposals must be emailed to: Zambia-tenders@clintonhealthaccess.org

Addressed to:

The Procurement Committee

Clinton Health Access Initiative - Zambia

Lusaka, Zambia

On or before the closing date and time indicated above. Late submissions will be rejected.

9. Clarifications

Requests for clarification must be submitted in writing to:

Zambia-tenders@clintonhealthaccess.org

All queries to be submitted by February 12, 2026, 05:00pm CAT.

10. Reservation of Rights

CHAI reserves the right to:

- Accept or reject any proposal, in whole or in part;
- Annul, suspend, or cancel the procurement process at any stage, without incurring any liability to bidders.
- Request clarification or additional information from bidders;
- Verify any information provided by bidders, including references and past performance;
- Negotiate with one or more bidders, where appropriate;
- Award a contract for all or part of the scope of supply;
- Not award a contract as a result of this RFP.