



REQUEST FOR QUOTATION - Revised

RFQ No. ASLM/KE/02/28/24

FOR THE SUPPLY & DELIVERY OF EQUIPMENT & SUPPLIES- KENYA

CLOSING DATE: Extended to 29 April 2024 @12pm

When replying to the RFQ, please mention the RFQ No in the subject line

1.0 INTRODUCTION

The African Society for Laboratory Medicine (ASLM) is a Pan-African professional body, working to advocate for the critical role and needs of laboratory medicine and networks throughout Africa. For more information, please visit our website at <https://aslm.org>.

2.0 REQUIREMENTS AND SPECIFICATIONS

ASLM would like to solicit quotations for the supply and delivery of equipment and supplies from reputable companies. From the table below, the column indicated as "Initial Quantity Required" represents the current/immediate ASLM requirements and bidders should submit the quotation for these quantities. 'Optional Quantity' represent what may be procured in future and it is not a commitment on the part of ASLM.

#	Item Description	UOM	Initial Quantity Required	Optional Quantity
1	-20 Freezer (see full specifications below)	each	3	6
2	PCR Machine (see full specifications below)	each	1	2
3	Tween (see full specifications below)	each	1	2
4	2ml Cryovials (see full specifications below)	each	100	200

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Specifications:

(1) -20 °C Freezer

- Capacity: more than 350 liters,
- full-color touch screen display, complete with a system for recording parameters.
- Range of temperature (°C): (- 20 ~ - 30)
- Power Supply: 230V/50 Hz, UK plug, One phase
- Ext. Dim. (mm) (WxDxH)- at between 1600-1800mm W x 800-950mm D x 1600-2000mm H
- at least 600 Liters
- Inside in racks; stainless steel or non-rust robust material
- Mechanical lock with key

Upright model with single or double doors Visible temperature display panel with integrated alarm

(2) PCR Specifications

- Double to four blocks capable to running independently.
- All blocks capable or running 48, 96 or 384- block.
- Each block capable of running PCR strips, 0.1 mL, 0.2 mL and 0.5 mL PCR tubes and fits for divisible PCR plates.
- Small footprint.
- open specification for use with any PCR reagent
- Heating technology: peltier, related or superior
- Block temperature accuracy: ± 0.2 °C
- Heating rate: max. 5 °C/s
- Cooling rate: max. 5 °C/s
- Gradient range: 1–25 °C
- digital panel for programming
- Capable of storing at least 50 PCR programs
- Lid temperature min: 110 °C and not more than 120 °C

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(3) Tween™ 20 chemical specifications:

Color	Amber
CAS	9005-64-5
Physical Form	Very viscous Liquid
Boiling Point	100°C
Molecular Formula	$(C_2H_4O)_y(C_2H_4O)_w(C_2H_4O)_x(C_2H_4O)_zC_{18}H_{34}O_6$
MDL Number	MFCD00165986
pH	6
Quantity	1 ltr
Molecular Weight (g/mol)	522.68
PubChem CID	443314
Packaging	Amber glass bottle

(4) Cryovials 2 mL specifications:

- External Grid, Star foot (can stand on the bench without use of a rack)
- DNase RNase, and endotoxins free and heavy metals, Pyrogen free
- Leak-proof lid with rubber seal
- Externally threaded
- Volume: Minimum capacity: 2mL
- With a glazed surface for labelling
- With visible volume graduations

Able to withstand sterilization at 120 °C for up to 20min

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For the quoted items, please provide a colour brochure.

Incoterm: CIP – Nairobi, Kenya

Bidders are required to indicate realistic delivery period in their quotations. The items are time sensitive.

3.0 MANDATORY REQUIREMENTS

- Company profile with Certificate of Incorporation, Tax Clearance and all other applicable licenses, permit, authorizations, affiliations and certifications required per applicable laws and regulations. The company profile should provide additional information such as Registration name and trading name if applicable, physical address, telephone, contact person, period in business, key personnel/management and line of business.

4.0 EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS

The selection method for this RFQ is **Lowest Price Technically Acceptable (LPTA)**. This entails that ASLM will select or award the lowest bidder who meet the specifications provided. Bidders are advised and cautioned against under-pricing their bids with the intention of supplying sub-standard vehicles or alternatively to seek price variation after the award of the contract.

5.0 CONTRACT TYPE

For this procurement, ASLM will issue out a Purchase Order on its terms and conditions indicating the supplier's quoted firm fixed price, description of the item(s), quantity, delivery location(s) and other instructions.

6.0 SUBMISSION REQUIREMENTS

Completed bids must be addressed to the Procurement Committee and send electronically on or before the closing date and time to rfpsubmission@aslm.org **ONLY**.

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7.0 PROPOSED TIMELINES

Date	Activity
3 April 2024	Release of RFQ and publicly posted on ASLM website:
8 April 2024	Deadline for submission of inquiries related to this RFQ directed to Email to: JShonhe@aslm.org ; SMate@aslm.org ; akanzi@aslm.org and all questions must clearly identified with the solicitation #
	Indicate the RFQ number indicated at the top of this RFQ (i.e. RFQ #) in your proposals.
9 April 2024	Response to all inquiries released and posted publicly on ASLM website
29 April 2024	Extended Deadline for Proposal submission.
17 April 2024	Final decision announced and Bidders receive feedback
17 April 2024	Contract confirmed & issued out.

While ASLM is desirous of maintaining the proposed timelines, delays necessitated by unforeseen circumstances.

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8.0 ASLM TERMS AND CONDITIONS

The following are the terms and conditions of ASLM and any exceptions to these should be noted in writing at submission:

8.1. This RFQ is not an offer to enter into agreement with any party, but rather a request to receive proposals from companies interested in providing the goods or services outlined in this RFQ.

8.2. The specifications prescribed are not in any way limited to any specific tenderer as they are based on generally achievable requirements and thus, participation in this solicitation is open to all legal vendors that are registered and comply with the laws of doing business in the applicable country(ies) where services will be rendered. The necessary legal, commercial, technical and financial requirements should be satisfied.

8.3. ASLM does not bind itself to accept the lowest tender price and reserves the right to reject all submissions, in whole or in part, enter into negotiations with any party, and/or award multiple contracts.

8.4. ASLM reserves the right (but is not under obligation to do so) to enter into discussions with one or more respondents in order to obtain clarifications or additional details, to suggest service delivery refinements in the proposal or other aspects of the proposal, or to negotiate the cost quotation.

8.5. All quotations **MUST** be typed, on company official letterhead with full contact details including physical address, contact phone, email. Submissions **MUST** be received on or before the **closing date and time** and all bids received after the closing date and time may not be considered.

8.6. ASLM shall NOT be responsible for any costs involved in the preparation and submission of bids or proposals. All costs to be borne by the bidder and this is irrespective of the outcome.

8.7. Bid validity of quotation/proposals shall be 90 days.

8.8. Unless otherwise specified in the final contract, full payment will be made by ASLM to the Vendor within 30 days of receipt of invoice from the Vendor and either delivery of goods or completion of required deliverable.

8.9 ASLM provides an equal opportunity for any vendor/supplier to participate irrespective of race, colour, religion, sex, or national origin and will receive equal treatment.

8.10. By participating, preparation and submitting this quotation or proposal, you represent that none from your organization has any conflict of interests.

8.11. To the maximum extent practical and possible, ASLM will strive to ensure that the finances provided in this procurement do not support organisations, companies and individuals associated with acts of terrorism, prostitution and drug trafficking.

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8.12. ASLM reserves the right to delay, amend, reissue, or cancel all or part of this RFQ at any time but feedback will be provided to the vendors who participated. Additionally, ASLM will be under no obligation to reveal, or discuss with any bidder how a quotation/proposal was assessed, or to provide any other information relative to the selection process. Respondents whose quotations are not selected will be notified in writing and shall have no claim whatsoever for any kind of compensation.

8.13. ASLM reserves the right to waive or permit cure of non-material variances in the bid proposal if, in the judgment of ASLM, it is in ASLM's best interest to do so. Non-material variances include minor informalities that do not affect responsiveness; that are merely a matter of form or format; that do not change the relative standing or otherwise prejudice other vendors; that do not change the meaning or scope of the RFQ; or that do not reflect a material change in the services. In the event ASLM waives or permits cure of nonmaterial variances, such waiver or cure will not modify the RFP requirements or excuse the vendor from full compliance with RFP specifications or other contract requirements if the vendor is awarded the contract. The determination of materiality is in the sole discretion of ASLM.

8.14. Failure to provide any of the above specifications and requirements may be considered non-responsive and disqualify the bidder from final selection.

8.15. As part of its commitment to engrain a culture of honesty and integrity in all its business processes, unethical conduct such as undisclosed conflict of interests, bribes and kickbacks and other corrupt activities are strictly prohibited and denounced. No employees at ASLM are allowed to use their position to pursue personal and unethical gain. In the same vein, bidders or potential suppliers and contractors are proscribed from offering bribes aimed at influencing the process and the outcome(s). ASLM implore vendors to embrace this culture in their interactions with us. Violation of this ethical principle and requirement will result in the supplier or service provider disqualified and ASLM will not solicit or accept bids in the future from the same. Should you experience or suspect unethical behaviour by an ASLM employee, please reach out to via email: ASLM@tips-offs.com or through the website: <http://www.tip-offs.com/>.

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