

HANDICAP INTERNATIONAL FEDERATION

PRE-QUALIFICATION OF SUPPLIERS

PREQUALIFICATION OF SUPPLIERS AND CONSULTANTS/ EXPRESSION OF INTEREST

HANDICAP INTERNATIONAL FEDERATION, operating name HUMANITY & INCLUSION invites Expression of Interest from eligible firms/ suppliers and companies to bid for the supply and delivery of the following categories of goods, works, consultancy and services as and when required for the financial year 2019.

TENDER CODE	SUPPLY OF GOODS - Nairobi & Kitale
HI/01/LOG/2018/19	Design & Supply of printed stationery e.g. business cards, letterheads
HI/02/LOG/2018/19	Design & Supply of promotional materials e.g. printer T-shirts, fliers, banners
HI/03/LOG/2018/19	Supply & Service of power generators, solar power
HI/04/LOG/2018/19	Supply of Locally assembled assistive devices e.g. crutches, wheelchairs, tri-cycles
HI/05/LOG/2018/19	Supply of Imported assistive devices e.g. crutches, wheelchairs, tri-cycles, commodes
HI/06/LOG/2018/19	Supply of firefighting equipment & protective gear
HI/07/LOG/2018/19	Supply of fuel and lubricants
HI/08/LOG/2018/19	Supply of General office stationery
HI/09/LOG/2018/19	Supply of genuine Jaws software and Braille machines, hearing aids white canes
HI/10/LOG/2018/19	Supply of hardware materials, building materials, tools etc.
HI/11/LOG/2018/19	Supply of health and safety materials, gumboots, gloves etc.
HI/12/LOG/2018/19	Supply of laptops, UPS, Camera's, printers & computer consumables
HI/13/LOG/2018/19	Supply of motor vehicles spare parts, tyres & motor cycles spare parts
HI/14/LOG/2018/19	Supply of Non Food Items (blankets, tarpaulins, kitchen sets, etc.)
HI/15/LOG/2018/19	Supply of office furniture, furniture & fittings
HI/16/LOG/2018/19	Supply of Rehabilitation consumables materials e.g. Therabands, Orthoplast, Ankle support etc.
HI/17/LOG/2018/19	Supply of uniform and sports items - disability sports
HI/18/LOG/2018/19	Supply of bottled drinking water
TENDER CODE	PROVISION OF SERVICES
HI/19/LOG/2018/19	Provision of general insurance (equipment cover and public liability risks - (by Insurers or Agents)
HI/20/LOG/2018/19	Provision of staff medical Insurance cover - (by Insurers or Agents)
HI/21/LOG/2018/19	Provision of staff WIBA Plus and Employers Liability Insurance Cover - (by Insurers or Agents)

TenderSoko

HI/22/LOG/2018/19	Provision of motor vehicles Insurance cover - (by Insurers or Agents)
HI/23/LOG/2018/19	Provision of employees last expense Insurance cover - (by Insurers or Agents)
HI/24/LOG/2018/19	Provision of safety and health audit, fire safety audit and safety and health risk assessment services - Nairobi, Kitale, Dadaab and Kakuma
HI/25/LOG/2018/19	Provision of building maintenance & renovations services - (Nairobi)
HI/26/LOG/2018/19	Provision of bulk transportation services Nairobi to Dadaab 20ft and 40ft
HI/27/LOG/2018/19	Provision of bulk transportation services to Nairobi Kakuma 20ft and 40ft
HI/28/LOG/2018/19	Provision of car hire & taxi services (Nairobi & Kitale)
HI/29/LOG/2018/19	Provision of courier services - local & International
HI/30/LOG/2018/19	Provision of disability accessible hotel accommodation, conference facilities & Outside catering services - (Nairobi & Kitale)
HI/31/LOG/2018/19	Provision of guarding services - (Nairobi & Kitale)
HI/32/LOG/2018/19	Provision of internet services - (Nairobi & Kitale)
HI/33/LOG/2018/19	Provision of orthopedic surgery
HI/34/LOG/2018/19	Provision of motor vehicle repair and garage services - (Nairobi & Kitale)
HI/35/LOG/2018/19	Provision of sign language services
HI/36/LOG/2018/19	Provision of travel agency services - (local & international)
HI/37/LOG/2018/19	Provision therapy material and toys
HI/38/LOG/2018/19	Provision of repair services for assistive devices
HI/39/LOG/2018/19	Provision of professional Auditing services (Nairobi)
TENDERCODE	PROVISION OF CONSULTANCY SERVICES (Nairobi, Dadaab, Kitale, Kakuma)
HI/40/LOG/2018/19	Baseline and end project survey - (Kakuma & Dadaab)
HI/41/LOG/2018/19	Baseline survey on Inclusive Education - (Kakuma)
HI/42/LOG/2018/19	Data verification for Persons with Disabilities - (Kakuma & Dadaab)
HI/43/LOG/2018/19	Training of Trainers for functional rehabilitation - (Kakuma & Dadaab)
HI/44/LOG/2018/19	Employee wellness programme for staff briefing and debriefing sessions, psychosocial support services - (Nairobi, Kitale, Kakuma & Dadaab)
HI/44/LOG/2018/19	Training of Teachers on Inclusive Education - (Kakuma)
HI/45/LOG/2018/19	ICT Consultancy - (Nairobi)
HI/46/LOG/2018/19	Baseline survey on Mental Health - (Kakuma)
HI/47/LOG/2018/19	Training of Trainers on Mental Health (Kakuma & Dadaab)
HI/48/LOG/2018/19	Training of Trainers on Sign language (Kakuma & Dadaab)

Expression of interest must be submitted with:

1. Signed, sealed/stamped letter of Expression,
2. A detailed company profile with Proof of physical existence,

TenderSoko

3. Proof of legal incorporation, VAT registration, KRA PIN, Trading license,
4. Certification by relevant regulatory bodies (MoH, NCA, etc.)
5. Proof of having undertaken similar works for International NGO'S or similar organizations

Application and submission

Prequalification documents can be obtained from the following downloadable link:

<https://goo.gl/QtT3n6>. The duly filled in documents in plain sealed envelope should be clearly marked:

PREQUALIFICATION QUESTIONNAIRE - HI/XX/LOG/2018/19, should be deposited in Tender Box situated at Humanity & Inclusion Offices, Africa Re Building 3rd Floor, Hospital Road, Upper Hill **before or at 3.00p.m on 20th November 2018**. Any proposal received after this date will be entirely rejected.

Humanity & Inclusion reserves the right to accept any bid whole in part and does not bind itself to accept any bid or give reasons for its decisions.