



Center for International Health, Education, and Biosecurity

ITT REFERENCE: Ciheb/CCF/2024

**INVITATION TO TENDER (ITT) FOR CUSTOMS
CLEARING & FORWARDING – LOT 3**

CLOSING DATE: 27TH MARCH 2024 AT 1600HRS.

INTRODUCTION

The Center for International Health, Education and Biosecurity Ciheb-Kenya is a local non-governmental organization collaborating with the Ministry of Health and County Health Management Teams to strengthen health systems for improved quality of health care in Kenya. Ciheb-K supports the implementation and expansion of high quality, sustainable and comprehensive HIV prevention, care and treatment programs and expansion of COVID-19 vaccination with funding from the President's Emergency Plan for AIDS Relief (PEPFAR).

Ciheb Kenya seeks to establish a relationship with a reputable Customs Licensed Clearing Agent that will manage and clear shipments on behalf of Ciheb Kenya for their projects 2024-2025 in addition to providing advisory services.

INVITATION TO TENDER

Ciheb Kenya invites sealed tenders from reputable Customs Licensed Clearing Agents. Completed set of documents **Original plus Copy** sealed in a plain envelope and clearly marked as follows should be dropped in the tender box situated at K-rep towers sixth floor.

PROCUREMENT COMMITTEE

ITT REFERENCE: Ciheb-CCF-2024

Centre for International Health Education & Biosecurity Ciheb-Kenya

Address: K-Rep Centre 6th floor Wood Avenue, Kilimani – Nairobi

Closing Date for Submission of ITT

No late submissions of ITT will be accepted. Bidders are therefore advised to ensure that they have taken all steps to submit their ITT in advance of the closing date and time, so that it is received not later than 1600hrs on 27th March 2024 (deadline)

CIHEB Kenya may, at its own discretion, extend this closing date for the submission of ITT by notifying all bidders thereof in writing.

Tender offers submitted via email, will not be accepted.

Ciheb Kenya reserves the right to accept or reject an application and is not bound to give reasons for its decision.

INSTRUCTIONS TO BIDDERS

- In submitting the Invitation to tender, the bidder accepts in full and without restriction the special and general conditions governing this contract as the sole basis of this ITT procedure, whatever his own conditions of service/sale may be, which hereby waives.
- Bidders are expected to examine carefully and comply with all instructions, forms, provisions, and specifications contained in this ITT document.
- Failure to submit an offer containing all the required information and documentation within the deadline specified will lead to the rejection of the tender.
- No account can be taken of any reservation in the ITT as regards the ITT documents; any reservation will result in the immediate rejection of the ITT without further evaluation.
- A tenderer will be required to pay a non-refundable fee of **ksh 4,500** in advance before the closing date of the tender. The amount shall be deposited on Ciheb-K accounts details below and a deposit slip attached together with submitted tender documents. (no cheques)

CIHEB-KENYA
A/C 8559840013
BANK:NCBA
Branch: KILIMANI

Scope of Work- Customs Clearing Agent

To manage and clear shipments on behalf of CIHEB Kenya for their projects 2024-2025 in addition to providing advisory services.

Mandatory Relevant Experience

- Experience clearing consignments for non-governmental organizations and CDC/USAID funded projects using Import Duty Waivers/Exemptions, Tax Exemption Certificates and Statutory bodies /permits (experience dealing with Pharmacy and Poisons Board{PPB}).
- Experience clearing temperature sensitive shipments that need to be maintained between 2 – 8 degrees Centigrade/Celsius (refrigerated) and -15 to -35 degrees Centigrade/Celsius (frozen) within 24 hours.
- Demonstrated experience clearing laboratory supplies, pharmaceuticals, and medical equipment.
- Experience assisting organizations to facilitate the process of obtaining waivers for products that have not been prequalified for entry by relevant regulatory bodies (such as PPB).
- Documented experience providing end-to-end advisory services to organizations as it relates to meeting regulatory requirements and facilitating processes related to customs clearance of laboratory reagents, test kits, controls, consumables, and equipment.

Roles and Responsibilities of the Clearing Agent

Customs Clearance

- Initiate the preclearance procedure using the Advanced Shipment Notices (ASNs) with designated shipment numbers.

- Assist CIHEB Kenya to obtain and/or make available all licenses, clearances, permissions, authorizations, consents and permits necessary to clear laboratory reagents, test kits, controls, consumables, and equipment.
- Clearing Agent must comply with all applicable statutory and regulatory requirements as they relate to the clearing of shipments.
- The Clearing Agent will be responsible for making all third-party payments to relevant bodies to facilitate the clearance process and will retain evidence of such payments and provide copies of the same to CIHEB Kenya.
- The clearing agent will keep CIHEB Kenya always informed of the status of the shipment(s) and the clearing processes through the logistics & operations team.

Consignment Deliveries

- The Clearing Agent shall be responsible for the off-loading of the vehicle and will confirm that the consignment corresponds to the shipment documentation provided.
- The agent may be required to temporarily warehouse these commodities, in a situation where the transit period may extend beyond a time when the receiving facilities can safely execute the goods receipt and verification process.
- Clearing Agent Delivery Notes and Proofs of Delivery (PODs) must reference the CIHEB Kenya assigned shipment numbers. This number must also be referenced during invoicing, payments and any communication.
- At a minimum, all deliveries must be accompanied by the clearing agents' delivery note, a copy of the waybill (airline waybill, bill of lading, road manifest), packing list, commercial invoice.
- The Clearing Agent shall provide appropriate, well-covered vehicles and/or suitable leased transportation to transport the consignment from the ports to the designated CIHEB Kenya delivery location.
- Agent must obtain goods in transit insurance from port to the delivery point including insurance cover at any temporary storage location.
- The clearing agent is responsible for the offloading of shipments at the designated storage location and providing the necessary equipment (e.g. forklifts and cranes) that may be required to offload such shipments.

Advisory Services

- Provide advisory services on regulatory requirements, clearing policies, procedures, and documentation. This will include but not be limited to Kenya Revenue Authority (KRA), Pharmacy and Poisons Board (PPB), and Kenya Bureau of Standards (KBS).
- Ensure that the CIHEB Kenya is made aware of all relevant requirements of any applicable law, regulation or code of practice which applies or is relevant to the provision of the clearing service to CIHEB Kenya and advice on changes of customs and port/terminal procedures.
- Provide technical assistance to enable CIHEB Kenya obtain import licenses from KRA and PPB for laboratory reagents, test kits, consumables and medical equipment as may be required.
- On commencement of the contract, confirm if any special permits will be required for a selected list of items and facilitate the process of obtaining these permits as per CIHEB Kenya's Inventory Master List in collaboration with the CIHEB Kenya logistics team.

- Assist with the registration process for new products in-country if required or instructed by relevant regulatory authorities.

Issue Resolution

- The clearing agent shall be available at the request of the CIHEB Kenya outside normal business hours, to address the requirements of any emergency in a timely fashion.
- The agent shall monitor the clearing process and other relevant applications carefully and rapidly address issues that arise in a timely manner. These issues must be reported to CIHEB Kenya as soon as they occur.
- The clearing agent will outline in a technical proposal their methods employed to verify and monitor temperature and storage conditions in the event of clearance delays of items while still in customs custody. Supporting documented evidence of such arrangements with customs must be submitted with the technical proposals.

Mandatory Requirements for Evaluation

The following documents are mandatory and must be attached.

- a) Copy of certificate of Incorporation as a company issued by the Registrar of Companies.
- b) Copy of current trade license
- c) Copy of current customs agent license certificate
- d) Copies of audited accounts for the last two years. The accounts must be signed by the company's Certified Public Accountant.
- e) Copy of current Tax Compliance Certificate
- f) List of Directors, telephone and their postal address (Form CR 12 as issued by the Registrar of Companies (original) or certified as true copy).
- g) Tax clearance certificates for each director.

Technical Evaluation Criteria

All tenders will be reviewed and evaluated based on the criteria enumerated in the table below.

Only bidders who pass the 60% technical threshold will move on to the cost negotiation and claim verification phase. **CIHEB Kenya reserves the right to visit the offices of bidders to determine that they have all the capacity and capability stated in the bids.**

Evidence of jobs/works done with other National/international NGO's will be required. (5 PO/contracts attach copy – one each per organization 4 marks per evidence).

Technical Evaluation Criteria	Max Score
Experience clearing temperature sensitive shipments that need to be maintained between 2 – 8 degrees (refrigerated) Centigrade/Celsius (within 24 hours). – 4 marks per evidence.	20
Experience clearing temperature sensitive shipments that need to be maintained between -15 to -35 degrees Centigrade/Celsius (frozen)(within 24 hours). - 4 marks per evidence.	20
Experience clearing non-temperature sensitive laboratory supplies and reagents for non-governmental organizations and CDC/USAID funded projects using Import Duty Waivers/Exemptions, Tax Exemption Certificates and Statutory Articles. - 4 marks per evidence.	20
Experience assisting organizations to facilitate the process of obtaining waivers for products that have not been prequalified for entry by relevant regulatory bodies. - 4 marks per evidence.	20
Experience providing end-to-end advisory services to organizations as it relates to meeting KRA, PPB & KBS requirements related to customs clearance of laboratory reagents, test kits, controls, consumables, and equipment. - 4 marks per evidence.	20

Technical Proposal

Bidders are required to submit a technical proposal that outlines their capabilities and expertise relevant to the service delivery. The narrative should contain details that show preparedness and an understanding of the task.

Additional information has been provided as an annex. Please note that this information is intended to enable the bidder to have an indication of the projected requirements. It does not represent a commitment that CIHEB Kenya will purchase a minimum quantity of services. Actual quantities and other logistics variables may vary and will depend on the requirements of the CIHEB Kenya's projects.

Note also that the technical proposal should not contain any pricing information. Information on costs and pricing should be included in the cost proposal submitted as a separate document with the package.

Customs Clearance Technical Proposal

Two representative consignments listed as shipments 1 and 2 are provided as an annex with the following details:

- Shipment 1 - non cold chain – contains all laboratory consumables and equipment & IT supplies, dangerous goods.
- Shipment 2 - Cold chain items

With the **Mandatory Relevant Experience** and **Technical Evaluation Criteria** outlined in this document in mind, kindly submit a technical proposal describing the steps, special considerations, methods your organization will undertake to clear and deliver each shipment to a named warehouse within Nairobi, Kenya.

Your entire response (for Shipments 1 & 2) should cover the period from initial briefing of the intent to import the representative shipments and should include information on the average clearing time in days from the receipt of shipping documents to final delivery at a designated warehouse within Nairobi in addition to providing information on the typical advisory support provided.

For temperature sensitive shipments, care should be taken to explain how the integrity of the products will be maintained **and** verified from arrival of the consignment to final delivery at the CIHEB Kenya warehouse.

Cost proposal

The cost proposal will contain all the financial aspects of the proposed solution and would include supporting information with regards to the breakdown of the costs and assumptions.

Section A: for representative shipments 1, and 2 kindly provide detailed quotes to clear the consignments and deliver them to CIHEB Kenya warehouse within Nairobi, Kenya. Quotes should provide a breakdown of all associated costs (e.g. third-party payments to government agencies, handling charges, delivery, loading and offloading at warehouse within Nairobi etc.) required to clear and deliver each shipment.

Details for demonstrative shipment 1 and 2 are provided in the annex.

- *Shipment 1* - non cold chain – contains all laboratory consumables and equipment, dangerous goods and lab consumables and IT supplies.
- *Shipment 2 – Cold chain items*

A Summary Table (example below) should accompany the detailed quotes.

Clearing Costs for Representative Shipments			
Cost breakdown e.g. (Kindly add rows as required.)	Total Cost Shipment	Shipment 1	Shipment 2
1. Clearing charge			
2. GIT Insurance			
3. etc.			
4. etc.			
Total Cost			

Section B: In this section, kindly submit a standard quotation for clearing charges with the following details included:

- Clearing charge per Kilogram (Kg) on a sliding scale of progressive weight increments.
- Minimum weight/clearing charge.
- Provide details on 3rd party charges.
- Any other special conditions for clearing special items (e.g. temperature sensitive consignments)

Appendixes

- *Annex 1 – Inventory List*
- *Annex 2 – Shipment 1 (Sample of non-cold chain items)*
- *Annex 3 – Shipment 2 (cold storage items)*
- *Appendix A - Confidential Questionnaire*
- *Appendix B – Price schedule*

ITT Validity Period

The tender validity period should be 90-calender days from the date of ITT closure.

Modification and Withdrawal of ITT

The bidder may withdraw/modify its proposal any time after the proposal's submission and before the closing of tender submission by providing a written and signed notice of the withdrawal/modification. No proposal may be modified/withdrawn after the closing date for submission of ITT.

No proposal may be withdrawn in the interval between the closing date for submission of ITT and the expiration of the proposal 90 days after.

Amendment of the ITT

CIHEB Kenya may, at any time before the closing date for submission of ITT, for any reason, whether on its own initiative or in response to a clarification requested by a (prospective) bidder, modify the ITT by written amendment. Amendments could, inter alia, include modification of the ITT scope or requirements, the project timeline expectations and/or extension of the closing date for submission of ITT. This will be updated on the Ciheb-K website documents to be downloaded.

Note: Each bidder who downloads the tender document should notify the procurement entity at procurement_kenphia@cihebkenya.org to facilitate ease of communication on ITT changes

Opening of Proposals

After the closing date for submission of Tender offers, CIHEB Kenya will open the ITT bid offer that were received in a timely manner.

In a second and later stage, only the financial proposals of those bids which have achieved the minimum technical threshold according to the evaluation process will be opened and evaluated.

There will be no public tender opening.

Clarification of Proposals

CIHEB Kenya may, at its discretion, ask any bidder for clarification of any part of its tender proposal. The request for clarification and the response shall be in writing. No change in price or substance of the proposal shall be sought, offered, or permitted during this exchange.

DISCLAIMER

This ITT is published for the information of any qualified and prospective Firm only and does not constitute the Award or an offer by Centre for International Health, Education & Biosecurity (CIHEB)-Kenya to transact with any party for this service nor does it also constitute a commitment or obligation on the part of Centre for International Health, Education & Biosecurity (CIHEB)-Kenya to procure the concession service.

Centre for International Health, Education & Biosecurity (CIHEB)-Kenya will not be responsible for any costs or expenses incurred by any interested party in connection with any response to this Invitation to Tender (ITT) and/or the preparation or submission in response to an inquiry.

Centre for International Health, Education & Biosecurity (CIHEB)-Kenya is not bound to consider or shortlist any qualified and prospective Firm(s) and reserves the right to annul the selection process at any time without any liabilities and thereof.

Annex 1- Inventory List

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
10 mL pipette	200	1	short	Ambient(15 ⁰ c-30 ⁰ c)
10 mL Vacutainer tubes	1000	48	short	Ambient(15 ⁰ c-30 ⁰ c)
15 mL conical tubes	500	1	short	Ambient(15 ⁰ c-30 ⁰ c)
1mL EDTA microtainers	100	52	short	Ambient(15 ⁰ c-30 ⁰ c)
2 mL filtered tips for pipette	480	13	short	Ambient(15 ⁰ c-30 ⁰ c)
250 mL bottle	36	1	short	Ambient(15 ⁰ c-30 ⁰ c)
2mL cryotubes for specimen aliquots	250	729	short	Ambient(15 ⁰ c-30 ⁰ c)
3 inch 2-ring binders for each satellite lab (Box files)	1	395	long	Ambient(15 ⁰ c-30 ⁰ c)
4 mL Vacutainer tubes	1000	48	short	Ambient(15 ⁰ c-30 ⁰ c)
4-channel timer	1	400	short	Ambient(15 ⁰ c-30 ⁰ c)
4-channel timer	1	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
50 mL conical tubes	500	2	short	Ambient(15 ⁰ c-30 ⁰ c)
50 mL Conical Tubes	500	1	short	Ambient(15 ⁰ c-30 ⁰ c)
5ml Vaccine thermometer	1	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
6mL Vacutainer tubes	1000	13	short	Ambient(15 ⁰ c-30 ⁰ c)
96 well cryotube racks for 2mL tubes, multi-color	20	15	short	Ambient(15 ⁰ c-30 ⁰ c)
Absorbant Underpads	250	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
adhesive Bandages Medioplast	100	494	long	Ambient(15 ⁰ c-30 ⁰ c)
Adult Butterfly needles	200	239	Long	Ambient(15 ⁰ c-30 ⁰ c)
Alcohol swabs	1200	42	long	Ambient(15 ⁰ c-30 ⁰ c)
Autoclave bags XL	100	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
barcode scanners (2-d for PTIDs)	1	38	n/a	Ambient(15 ⁰ c-30 ⁰ c)
BD extra large Sharps Collectors	5	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
BD Multi-Use One-Piece Sharps Collectors: Vented	24	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Bel-Art Scienceware Poxygrid Desk Model Biohazard Bag Holder	1	25	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Bel-Art™ SP Scienceware™ Write-On™ Paper Label Tapes	6	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Biohazard bags Large, for soft waste on truck(25x35 inches)	200	113	long	Ambient(15 ⁰ c-30 ⁰ c)
Biohazard bags Small, for soft waste(8x12 inches)	200	660	long	Ambient(15 ⁰ c-30 ⁰ c)
Biohazard Waste Bins 100ltrs with wheels and step on opener	1	27	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Brady write on inspection label	364	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Brown freezer boxes for EDTA tubes - vehicle	1	300	short	Ambient(15 ⁰ c-30 ⁰ c)
C fold paper towels	2400	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
centrifuge	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
centrifuge rotor	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
centrifuge rotor -for 50ml tubes	1	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Cepheid GeneXpert HIV-1 Qual Assay Cartridges	10	78	short	Ambient(15 ⁰ c-30 ⁰ c)
Chest Freezers(For charging Techni ice packs)	7	1	long	Ambient(15 ⁰ c-30 ⁰ c)
Clip Boards (Hard board)	1	185	n/a	Ambient(15 ⁰ c-30 ⁰ c)
cobas ® HBV/HCV/HIV-1 Control Kit	(5.2 mL (8 x 0	9	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas ® NHP Negative Control Kit	16 mL (16 x 1	9	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Amplification Plate	120	3	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Liquid Waste Plate 24	60	6	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Lysis Reagent (LYS)	4 x 875 mL	8	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni MGP Reagent(MGP)	480 tests	18	short	Ambient(2 ⁰ c-8 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
cobas omni Pipette Tips	1536	4	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Processing Plate	60	6	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Specimen Diluent (SPEC DIL)	4 x 875 mL	8	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Wash Reagent (WASH)	4.2 L	29	short	Ambient(2 ⁰ c-8 ⁰ c)
Command Small Hooks Value Pack, White, 6/Pack, Model: 17002-VP-6PK	6	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Computers for the Labs (laptops)	1	32	long	Ambient(15 ⁰ c-30 ⁰ c)
Condoms	100	452	long	Ambient(15 ⁰ c-30 ⁰ c)
Cooler boxes Large	1	114	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Cooler boxes Small	4	55	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Cryobabies for boxes/racks; white, 600 pack	600	9	short	Ambient(15 ⁰ c-30 ⁰ c)
cryolabels (for plasma tubes)	4000	125	long	Ambient(15 ⁰ c-30 ⁰ c)
Cylinder, Graduated, Polypropylene, 2000mL	2	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Cylinder, Graduated, Polypropylene, 250mL	8	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Date received tape	12	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
DBS drying racks	10	31	short	Ambient(15 ⁰ c-30 ⁰ c)
Decon Iradecon bleach	1	396	short	Ambient(15 ⁰ c-30 ⁰ c)
Decon Iradecon Bleach-Based Disinfectant	12	2	short	Ambient(15 ⁰ c-30 ⁰ c)
dessicants	1000	213	long	Ambient(15 ⁰ c-30 ⁰ c)
Determine EDTA Capillary Tubes (x100)	100	688	short	Ambient(15 ⁰ c-30 ⁰ c)
Dust brush	1	100	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Dust pan with long handle together with broom	1	100	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Electron microscopy sciences reagent container labels	500	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eppendorf M4 manual repeater pipettes (1ul-10mL)	1	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eppendorf ThermoMixer® C, basic device without thermoblock, 220 – 240 V/50 – 60 Hz	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eppendorf ThermoMixer™ C Smartblock™ 1.5mL	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eye Washes	1	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Face shield	200	1	short	Ambient(15 ⁰ c-30 ⁰ c)
Falcon 15mL Conical Centrifuge Tubes	500	1	long	Ambient(15 ⁰ c-30 ⁰ c)
fingerstick lancets for >5 yrs old	200	19	short	Ambient(15 ⁰ c-30 ⁰ c)
First Aid Kit (small- travel kit)	1	110	short	Ambient(15 ⁰ c-30 ⁰ c)
First Response HIV 1-2-0 card Test (30 tests/Kit)	30	697	short	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Biohazard labels, medium	500	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Precision Pipette (2-20ul)/Rainin Pipet-Lite LTS Pipette L-200LS+	1	19	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Precision pipette tips (20-200uL)	4800	20	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Precision Pipette Tips (2-20ul)/Rainin Pipette Tips RT LTS 20uL F960A/10	4800	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Scientific™ Analog Vortex Mixer, 230V	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Scientific™ Traceable™ Jumbo Refrigerator/Freezer Thermometers	1	72	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Biohazard labels, large	250	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand biohazard labels, small	1000	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand calibrated dry block thermometers	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Elite; Manual; Single channel pipette, 20-200uL (P200)	1	19	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Microcentrifuge Tube Racks, assorted non-flourescent	20	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Mini Vortex Mixer	1	6	long	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
Fisherbrand Safety Glasses	120	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; Large	10	6	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; MED	10	6	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; Small	10	4	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; XL	10	4	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Verification Thermometers for Ovens, Incubators, Freezers, and Refrigerators	1	20	n/a	Ambient(15 ⁰ c-30 ⁰ c)
flash drives	1	72	n/a	Ambient(15 ⁰ c-30 ⁰ c)
freezer (-20 degrees) Cost Includes Racks Below	1	8	long	Ambient(15 ⁰ c-30 ⁰ c)
freezer boxes for DBS (no dividers)	100	60	short	Ambient(15 ⁰ c-30 ⁰ c)
freezer boxes for plasma (with dividers)	100	40	short	Ambient(15 ⁰ c-30 ⁰ c)
freezer rack, depends on vendor	1	260	long	Ambient(15 ⁰ c-30 ⁰ c)
FREEZERS (-80 degrees)	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, L -	30	139	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, M -	30	139	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, SM -	30	86	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, XL -	30	107	long	Ambient(15 ⁰ c-30 ⁰ c)
Gauze Sponge	3000	17	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius Anti theft lock	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius HIV 1/2 Confirm Ctrl	1	10	long	Cold(2 ⁰ c-8 ⁰ c)
Geenius HIV confirmatory assay	20	157	Long	Ambient(15 ⁰ c-30 ⁰ c)
GEENIUS IHM(+APF+MANUEL) OUS	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius system	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius/PR 4100 Mini-PC (Dell 3380 Win7)	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
General purpose laboratory labeling tape	6	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
generators	1	8	long	Ambient(15 ⁰ c-30 ⁰ c)
Gibco 1X PBS, pH 7.4, No Calcium, No Magnesium, 500 mL	1	10	short	Ambient(15 ⁰ c-30 ⁰ c)
Green food coloring	1	1	short	Ambient(15 ⁰ c-30 ⁰ c)
HDMI cables	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Heel warmers, Cardinal Health	80	88	short	Ambient(15 ⁰ c-30 ⁰ c)
heelstick lancets for 0 to 6 mos old	200	8	short	Ambient(15 ⁰ c-30 ⁰ c)
Histoprep Ethanol, 95% denatured	4	3	short	Ambient(15 ⁰ c-30 ⁰ c)
humidity indicator cards	1000	53	long	Ambient(15 ⁰ c-30 ⁰ c)
Kimberly-Clark Professional Scott 100% Recycled Fiber C-Fold Towels	2400	48	long	Ambient(15 ⁰ c-30 ⁰ c)
KIT Cobas 5800/6800/8800 HIV 192 IVD-Quantitative	192 Tests	18	short	Ambient(2 ⁰ c-8 ⁰ c)
KIT Cobas 5800/6800/8800 HIV 96 IVD-Qualitative	96	20	short	Ambient(2 ⁰ c-8 ⁰ c)
label printer	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
label ribbons	1	111	long	Ambient(15 ⁰ c-30 ⁰ c)
Laptop power cord - country specific	1	14	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Laptop power cord - country specific (only if needed)	1	14	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Laptop projector(For trainings-Qauntity TBD)	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
Large Cryobabies for freezer boxes	600	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	12	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	10	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Kimwipes	15	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Linen Savers	300	172	long	Ambient(15 ⁰ c-30 ⁰ c)
Liquid Hand wash solution (400-600ml)	12	25	long	Ambient(15 ⁰ c-30 ⁰ c)
Low gas-impermeable bags for DBS	100	523	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Low Nitrogen Weighing Paper	500	185	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Masking Tape Large	12	12	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Microcentrifuge	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Multi-dispensing Pipette (0.2ml)	1	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Multi-dispensing Pipette tips (5 mL)	100	20	long	Ambient(15 ⁰ c-30 ⁰ c)
Nalgene Filter unit 0.2 µm (1000 µL)	12	1	long	Ambient(15 ⁰ c-30 ⁰ c)
ONE STEP HIV-1/2 CE (40 tests)	40	552	short	Ambient(15 ⁰ c-30 ⁰ c)
PBS, (1X PBS Liq.), w/o Calcium and Magnesium, 500mL, genco, pH 7.4	10	2	short	Ambient(15 ⁰ c-30 ⁰ c)
PBS-Tween 20 Buffer (powder packets)	10	10	short	Ambient(15 ⁰ c-30 ⁰ c)
Pead butterfly	200	53	long	Ambient(15 ⁰ c-30 ⁰ c)
Pen	50	63	n/a	Ambient(15 ⁰ c-30 ⁰ c)
PIMA Bead Standard Set (1Low + 1Normal)	1	25	short	Ambient(15 ⁰ c-30 ⁰ c)
Pima CD 4 Test Cartridges (100 tests)	100	50	short	Ambient(15 ⁰ c-30 ⁰ c)
Pima Printer Paper 1 (Non-adhesive 10rolls)	10	21	long	Ambient(15 ⁰ c-30 ⁰ c)
Pipet-Lite LTS Pipette L-1000XLS+	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Pipet-Lite LTS Pipette L-2000XLS+	1	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Pipet-Lite LTS Pipette L-200XLS+	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Pipette Tips RT LTS 200µL F 960A/10	768	2	short	Ambient(15 ⁰ c-30 ⁰ c)
plain printer paper	1	100	n/a	Ambient(15 ⁰ c-30 ⁰ c)
plastic sealable bag (9 x 12)	500	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Pocket routers	1	100	long	Ambient(15 ⁰ c-30 ⁰ c)
Polypropylene forceps	6	34	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, Large	1000	258	long	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, Medium	1000	258	long	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, Small	1000	173	long	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, XL	1000	173	long	Ambient(15 ⁰ c-30 ⁰ c)
Power surges	1	24	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Pre-printed PTID labels for vacutainer- Survery (5 labels per PTID)	1	225852	long	Ambient(15 ⁰ c-30 ⁰ c)
printer	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
printer cartridges/ink	1	90	long	Ambient(15 ⁰ c-30 ⁰ c)
Projector screen(for trainings-Qnty-TBD)	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
PTID labels (if collect 1,500 samples b/w training & pilot, x 5 labes per participant + 5000 for training)	1	12500	long	Ambient(15 ⁰ c-30 ⁰ c)
Purell Instant Hand Sanitizer w/ Aloe, Gojo 2L for lab use (Anios 1-L)	4	3	long	Ambient(15 ⁰ c-30 ⁰ c)
Purell Instant Hand Sanitizer w/ Aloe, Gojo 4oz for personal use (dettol 50ml)	24	16	long	Ambient(15 ⁰ c-30 ⁰ c)
Purell Instant Hand Sanitizer w/ Aloe, Gojo	4	720	long	Ambient(15 ⁰ c-30 ⁰ c)
Rack LTS 1000 µL Blue 8/PK GPR-L1000	768	5	short	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
Red food coloring	1	1	short	Ambient(15 ⁰ c-30 ⁰ c)
Refrigerator/Freezer (two door) [Lab assessment to determine the cost]	1	7	long	Ambient(15 ⁰ c-30 ⁰ c)
Refuse Bags (Black-100ltrs)	500	40	long	Ambient(15 ⁰ c-30 ⁰ c)
Scissors	12	17	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Sharpies thick - Ethanol Resistant Marker	10	30	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Sharpies ultra-fine Markers black (chisel tip) - Markers and Sharpie	12	67	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Sharps Container 6.2 QT	12	9	long	Ambient(15 ⁰ c-30 ⁰ c)
Sharps container Counsellors/Nurses 1 L	18	651	long	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	10	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	10	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Kimwipes	6400	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Smead Ultracolor Top Load Expandable Poly String Tie Envelopes, Red, Letter, , (Plastic)	1	185	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Solid waste bag set of 20	20	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Spray Bottles	1	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Staples 6 QT Shoe Box Tote, Clear with Blue Lid	1	8	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Staples Square Magnetic Clip, 3/Pack, Model: 10596	3	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Staples® 34" Folding Card Table (neither item or cat# worked, I fund replacement)	1	100	long	Ambient(15 ⁰ c-30 ⁰ c)
Techni Ice Ultra-low-temp freezer packs	20	206	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Test tube rack for EDTA tubes	8	110	long	Ambient(15 ⁰ c-30 ⁰ c)
Thermo S1 pipet fillers 240V	1	16	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Thermo Scientific™ Nunc™ Serological Pipettes, 5mL, individually wrapped	200	219	long	Ambient(15 ⁰ c-30 ⁰ c)
Thermo Scientific™ mySPIN™ 6 Mini Centrifuge, 110-240V	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Timer batteries	6	134	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Tool Box	1	115	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Torch Batteries	96	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Torches (flashlights) (rechargable-Mettallic)	1	110	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Tourniquet (Disposable roll)	25	1911	long	Ambient(15 ⁰ c-30 ⁰ c)
Transfer pipet	4000	1	short	Ambient(15 ⁰ c-30 ⁰ c)
TRINSCREEN HIV-1/2 CE (100 tests)	100	639	short	Ambient(15 ⁰ c-30 ⁰ c)
Undiluted regular bleach/JIK	1	30	short	Ambient(15 ⁰ c-30 ⁰ c)
Uvex Ultraspec 2001 OTG spectacles	1	12	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Voltage regulator for freezer	1	32	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR ALCOSCRUB GEL 161OZ	12	1	short	Ambient(15 ⁰ c-30 ⁰ c)
VWR Glove Cryo Midarm LG EA=PR	1	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR RACK TEST TUBE WIRE BLUE	1	8	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR Reclosable Clear Bags, 30.5 x 38.1 cm (12 x 15 ") (Cooler transport)	500	9	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR® Reclosable Clear Bags 6x6"	1000	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR® Reclosable Clear Bags 8x8"	1000	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Whatman 903 cards	100	947	short	Ambient(15 ⁰ c-30 ⁰ c)
Zip Lock bags (4x4) for DTS QC and PT buffer	1000	7	n/a	Ambient(15 ⁰ c-30 ⁰ c)

Annex 2- Sample of non cold chain items to be stored

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
10 mL Vacutainer tubes	1000	48	short	Ambient(15 ⁰ c-30 ⁰ c)
15 mL conical tubes	500	1	short	Ambient(15 ⁰ c-30 ⁰ c)
1mL EDTA microtainers	100	52	short	Ambient(15 ⁰ c-30 ⁰ c)
2 mL filtered tips for pipette	480	13	short	Ambient(15 ⁰ c-30 ⁰ c)
250 mL bottle	36	1	short	Ambient(15 ⁰ c-30 ⁰ c)
2mL cryotubes for specimen aliquots	250	729	short	Ambient(15 ⁰ c-30 ⁰ c)
3 inch 2-ring binders for each satellite lab (Box files)	1	395	long	Ambient(15 ⁰ c-30 ⁰ c)
4 mL Vacutainer tubes	1000	48	short	Ambient(15 ⁰ c-30 ⁰ c)
4-channel timer	1	400	short	Ambient(15 ⁰ c-30 ⁰ c)
4-channel timer	1	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
50 mL conical tubes	500	2	short	Ambient(15 ⁰ c-30 ⁰ c)
50 mL Conical Tubes	500	1	short	Ambient(15 ⁰ c-30 ⁰ c)
5ml Vaccine thermometer	1	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
6mL Vacutainer tubes	1000	13	short	Ambient(15 ⁰ c-30 ⁰ c)
96 well cryotube racks for 2mL tubes, multi-color	20	15	short	Ambient(15 ⁰ c-30 ⁰ c)
Absorbant Underpads	250	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
adhesive Bandages Medioplast	100	494	long	Ambient(15 ⁰ c-30 ⁰ c)
Adult Butterfly needles	200	239	Long	Ambient(15 ⁰ c-30 ⁰ c)
Alcohol swabs	1200	42	long	Ambient(15 ⁰ c-30 ⁰ c)
Autoclave bags XL	100	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
barcode scanners (2-d for PTIDs)	1	38	n/a	Ambient(15 ⁰ c-30 ⁰ c)
BD extra large Sharps Collectors	5	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
BD Multi-Use One-Piece Sharps Collectors: Vented	24	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Bel-Art Scienceware Poxygrid Desk Model Biohazard Bag Holder	1	25	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Bel-Art™ SP Scienceware™ Write-On™ Paper Label Tapes	6	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Biohazard bags Large, for soft waste on truck(25x35 inches)	200	113	long	Ambient(15 ⁰ c-30 ⁰ c)
Biohazard bags Small, for soft waste(8x12 inches)	200	660	long	Ambient(15 ⁰ c-30 ⁰ c)
Biohazard Waste Bins 100ltrs with wheels and step on opener	1	27	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Brady write on inspection label	364	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Brown freezer boxes for EDTA tubes - vehicle	1	300	short	Ambient(15 ⁰ c-30 ⁰ c)
C fold paper towels	2400	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
centrifuge	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
centrifuge rotor	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
centrifuge rotor -for 50ml tubes	1	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Cepheid GeneXpert HIV-1 Qual Assay Cartridges	10	78	short	Ambient(15 ⁰ c-30 ⁰ c)
Chest Freezers(For charging Techni ice packs)	7	1	long	Ambient(15 ⁰ c-30 ⁰ c)
Clip Boards (Hard board)	1	185	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Command Small Hooks Value Pack, White, 6/Pack, Model: 17002-VP-6PK	6	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Computers for the Labs (laptops)	1	32	long	Ambient(15 ⁰ c-30 ⁰ c)
Condoms	100	452	long	Ambient(15 ⁰ c-30 ⁰ c)
Cooler boxes Large	1	114	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Cooler boxes Small	4	55	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Cryobabies for boxes/racks; white, 600 pack	600	9	short	Ambient(15 ⁰ c-30 ⁰ c)
cryolabels (for plasma tubes)	4000	125	long	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
Cylinder, Graduated, Polypropylene, 2000mL	2	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Cylinder, Graduated, Polypropylene, 250mL	8	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Date received tape	12	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
DBS drying racks	10	31	short	Ambient(15 ⁰ c-30 ⁰ c)
Decon Iradecon bleach	1	396	short	Ambient(15 ⁰ c-30 ⁰ c)
Decon Iradecon Bleach-Based Disinfectant	12	2	short	Ambient(15 ⁰ c-30 ⁰ c)
dessicants	1000	213	long	Ambient(15 ⁰ c-30 ⁰ c)
Determine EDTA Capillary Tubes (x100)	100	688	short	Ambient(15 ⁰ c-30 ⁰ c)
Dust brush	1	100	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Dust pan with long handle together with broom	1	100	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Electron microscopy sciences reagent container labels	500	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eppendorf M4 manual repeater pipettes (1ul-10mL)	1	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eppendorf ThermoMixer® C, basic device without thermoblock, 220 – 240 V/50 – 60 Hz	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eppendorf ThermoMixer™ C Smartblock™ 1.5mL	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Eye Washes	1	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Face shield	200	1	short	Ambient(15 ⁰ c-30 ⁰ c)
Falcon 15mL Conical Centrifuge Tubes	500	1	long	Ambient(15 ⁰ c-30 ⁰ c)
fingerstick lancets for >5 yrs old	200	19	short	Ambient(15 ⁰ c-30 ⁰ c)
First Aid Kit (small- travel kit)	1	110	short	Ambient(15 ⁰ c-30 ⁰ c)
First Response HIV 1-2-0 card Test (30 tests/Kit)	30	697	short	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Biohazard labels, medium	500	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Precision Pipette (2-20ul)/Rainin Pipet-Lite LTS Pipette L-200LS	1	19	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Precision pipette tips (20-200uL)	4800	20	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Precision Pipette Tips (2-20ul)/Rainin Pipette Tips RT LTS 20uL F960A/10	4800	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Scientific™ Analog Vortex Mixer, 230V	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisher Scientific™ Traceable™ Jumbo Refrigerator/Freezer Thermometers	1	72	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Biohazard labels, large	250	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand biohazard labels, small	1000	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand calibrated dry block thermometers	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Elite; Manual; Single channel pipette, 20-200uL (P200)	1	19	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Microcentrifuge Tube Racks, assorted non-flourescent	20	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Mini Vortex Mixer	1	6	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand Safety Glasses	120	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; Large	10	6	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; MED	10	6	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; Small	10	4	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Basic Protection Disposable Polypropylene Medical Blue Lab Coats; XL	10	4	long	Ambient(15 ⁰ c-30 ⁰ c)
Fisherbrand™ Verification Thermometers for Ovens, Incubators, Freezers, and Refrigerators	1	20	n/a	Ambient(15 ⁰ c-30 ⁰ c)
flash drives	1	72	n/a	Ambient(15 ⁰ c-30 ⁰ c)
freezer (-20 degrees) Cost Incudes Racks Below	1	8	long	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
freezer boxes for DBS (no dividers)	100	60	short	Ambient(15 ⁰ c-30 ⁰ c)
freezer boxes for plasma (with dividers)	100	40	short	Ambient(15 ⁰ c-30 ⁰ c)
freezer rack, depends on vendor	1	260	long	Ambient(15 ⁰ c-30 ⁰ c)
FREEZERS (-80 degrees)	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, L -	30	139	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, M -	30	139	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, SM -	30	86	long	Ambient(15 ⁰ c-30 ⁰ c)
FROCK, BREATHBLE, SNAP, NO PCKTS, XL -	30	107	long	Ambient(15 ⁰ c-30 ⁰ c)
Gauze Sponge	3000	17	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius Anti theft lock	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius HIV confirmatory assay	20	157	Long	Ambient(15 ⁰ c-30 ⁰ c)
GEENIUS IHM(+APF+MANUEL) OUS	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius system	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
Geenius/PR 4100 Mini-PC (Dell 3380 Win7)	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
General purpose laboratory labeling tape	6	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
generators	1	8	long	Ambient(15 ⁰ c-30 ⁰ c)
Gibco 1X PBS, pH 7.4, No Calcium, No Magnesium, 500 mL	1	10	short	Ambient(15 ⁰ c-30 ⁰ c)
Green food coloring	1	1	short	Ambient(15 ⁰ c-30 ⁰ c)
HDMI cables	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Heel warmers, Cardinal Health	80	88	short	Ambient(15 ⁰ c-30 ⁰ c)
heelstick lancets for 0 to 6 mos old	200	8	short	Ambient(15 ⁰ c-30 ⁰ c)
Histoprep Ethanol, 95% denatured	4	3	short	Ambient(15 ⁰ c-30 ⁰ c)
humidity indicator cards	1000	53	long	Ambient(15 ⁰ c-30 ⁰ c)
Kimberly-Clark Professional Scott 100% Recycled Fiber C-Fold Towels	2400	48	long	Ambient(15 ⁰ c-30 ⁰ c)
label printer	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
label ribbons	1	111	long	Ambient(15 ⁰ c-30 ⁰ c)
Laptop power cord - country specific	1	14	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Laptop power cord - country specific (only if needed)	1	14	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Laptop projector(For trainings-Qauntity TBD)	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	12	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Cryobabies for freezer boxes	600	10	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Large Kimwipes	15	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Linen Savers	300	172	long	Ambient(15 ⁰ c-30 ⁰ c)
Liquid Hand wash solution (400-600ml)	12	25	long	Ambient(15 ⁰ c-30 ⁰ c)
Low gas-impermeable bags for DBS	100	523	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Low Nitrogen Weighing Paper	500	185	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Masking Tape Large	12	12	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Microcentrifuge	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Multi-dispensing Pipette (0.2ml)	1	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Multi-dispensing Pipette tips (5 mL)	100	20	long	Ambient(15 ⁰ c-30 ⁰ c)
Nalgene Filter unit 0.2 µm (1000 µL)	12	1	long	Ambient(15 ⁰ c-30 ⁰ c)
ONE STEP HIV-1/2 CE (40 tests)	40	552	short	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
PBS, (1X PBS Liq.), w/o Calcium and Magnesium, 500mL, gibco, pH 7.4	10	2	short	Ambient(15 ⁰ c-30 ⁰ c)
PBS-Tween 20 Buffer (powder packets)	10	10	short	Ambient(15 ⁰ c-30 ⁰ c)
Pead butterfly	200	53	long	Ambient(15 ⁰ c-30 ⁰ c)
Pen	50	63	n/a	Ambient(15 ⁰ c-30 ⁰ c)
PIMA Bead Standard Set (1Low + 1Normal)	1	25	short	Ambient(15 ⁰ c-30 ⁰ c)
Pima CD 4 Test Cartridges (100 tests)	100	50	short	Ambient(15 ⁰ c-30 ⁰ c)
Pima Printer Paper 1 (Non-adhesive 10rolls)	10	21	long	Ambient(15 ⁰ c-30 ⁰ c)
Pipet-Lite LTS Pipette L-1000XLS+	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Pipet-Lite LTS Pipette L-2000XLS+	1	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Pipet-Lite LTS Pipette L-200XLS+	1	10	long	Ambient(15 ⁰ c-30 ⁰ c)
Pipette Tips RT LTS 200µL F 960A/10	768	2	short	Ambient(15 ⁰ c-30 ⁰ c)
plain printer paper	1	100	n/a	Ambient(15 ⁰ c-30 ⁰ c)
plastic sealable bag (9 x 12)	500	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Pocket routers	1	100	long	Ambient(15 ⁰ c-30 ⁰ c)
Polypropylene forceps	6	34	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, Large	1000	258	long	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, Medium	1000	258	long	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, Small	1000	173	long	Ambient(15 ⁰ c-30 ⁰ c)
Powder-Free Nitrile Exam Gloves with Aloe, XL	1000	173	long	Ambient(15 ⁰ c-30 ⁰ c)
Power surges	1	24	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Pre-printed PTID labels for vacutainer- Survery (5 labels per PTID)	1	225852	long	Ambient(15 ⁰ c-30 ⁰ c)
printer	1	9	long	Ambient(15 ⁰ c-30 ⁰ c)
printer cartridges/ink	1	90	long	Ambient(15 ⁰ c-30 ⁰ c)
Projector screen(for trainings-Qnty-TBD)	1	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)
PTID labels (if collect 1,500 samples b/w training & pilot, x 5 labes per participant + 5000 for training)	1	12500	long	Ambient(15 ⁰ c-30 ⁰ c)
Purell Instant Hand Sanitizer w/ Aloe, Gojo 2L for lab use (Anios 1-L)	4	3	long	Ambient(15 ⁰ c-30 ⁰ c)
Purell Instant Hand Sanitizer w/ Aloe, Gojo 4oz for personal use (dettol 50ml)	24	16	long	Ambient(15 ⁰ c-30 ⁰ c)
Purell Instant Hand Sanitizer w/ Aloe, Gojo	4	720	long	Ambient(15 ⁰ c-30 ⁰ c)
Rack LTS 1000 µL Blue 8/PK GPR-L1000	768	5	short	Ambient(15 ⁰ c-30 ⁰ c)
Red food coloring	1	1	short	Ambient(15 ⁰ c-30 ⁰ c)
Refrigerator/Freezer (two door)[Lab assessment to determine the Qty]	1	7	long	Ambient(15 ⁰ c-30 ⁰ c)
Refuse Bags (Black-100ltrs)	500	40	long	Ambient(15 ⁰ c-30 ⁰ c)
Scissors	12	17	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Sharpies thick - Ethanol Resistant Marker	10	30	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Sharpies ultra-fine Markers black (chisel tip) - Markers and Sharpie	12	67	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Sharps Container 6.2 QT	12	9	long	Ambient(15 ⁰ c-30 ⁰ c)
Sharps container Counsellors/Nurses 1 L	18	651	long	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	10	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	5	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Cryobabies for Panel Preparation	2380	10	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Small Kimwipes	6400	1	n/a	Ambient(15 ⁰ c-30 ⁰ c)

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
Smead Ultracolor Top Load Expandable Poly String Tie Envelopes, Red, Letter, , (Plastic)	1	185	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Solid waste bag set of 20	20	2	long	Ambient(15 ⁰ c-30 ⁰ c)
Spray Bottles	1	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Staples 6 QT Shoe Box Tote, Clear with Blue Lid	1	8	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Staples Square Magnetic Clip, 3/Pack, Model: 10596	3	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Staples® 34" Folding Card Table (neither item or cat# worked, I fund replacement)	1	100	long	Ambient(15 ⁰ c-30 ⁰ c)
Techni Ice Ultra-low-temp freezer packs	20	206	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Test tube rack for EDTA tubes	8	110	long	Ambient(15 ⁰ c-30 ⁰ c)
Thermo S1 pipet fillers 240V	1	16	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Thermo Scientific Nunc™ Serological Pipettes, 5mL, individually wrapped	200	219	long	Ambient(15 ⁰ c-30 ⁰ c)
Thermo Scientific™ mySPIN™ 6 Mini Centrifuge, 110-240V	1	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Timer batteries	6	134	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Tool Box	1	115	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Torch Batteries	96	3	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Torches (flashlights) (rechargable-Mettallic)	1	110	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Tourniquet (Disposable roll)	25	1911	long	Ambient(15 ⁰ c-30 ⁰ c)
Transfer pipet	4000	1	short	Ambient(15 ⁰ c-30 ⁰ c)
TRINSCREEN HIV-1/2 CE (100 tests)	100	639	short	Ambient(15 ⁰ c-30 ⁰ c)
Undiluted regular bleach/JIK	1	30	short	Ambient(15 ⁰ c-30 ⁰ c)
Uvex Ultraspec 2001 OTG spectacles	1	12	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Voltage regulator for freezer	1	32	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR ALCOSCRUB GEL 161OZ	12	1	short	Ambient(15 ⁰ c-30 ⁰ c)
VWR Glove Cryo Midarm LG EA=PR	1	4	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR RACK TEST TUBE WIRE BLUE	1	8	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR Reclosable Clear Bags, 30.5 x 38.1 cm (12 x 15 ") (cooler transport)	500	9	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR® Reclosable Clear Bags 6x6"	1000	2	n/a	Ambient(15 ⁰ c-30 ⁰ c)
VWR® Reclosable Clear Bags 8x8"	1000	6	n/a	Ambient(15 ⁰ c-30 ⁰ c)
Whatman 903 cards	100	947	short	Ambient(15 ⁰ c-30 ⁰ c)
Zip Lock bags (4x4) for DTS QC and PT buffer	1000	7	n/a	Ambient(15 ⁰ c-30 ⁰ c)

Annex 3- Sample of cold chain items to be stored

Item Description	Unit Pack	Quantity	Expiry status	Storage Temp
cobas ® HBV/HCV/HIV-1 Control Kit	5.2 mL (8 x 0.65 mL)	9	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas ® NHP Negative Control Kit	16 mL (16 x 1 mL)	9	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Amplification Plate	120	3	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Liquid Waste Plate 24	60	6	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Lysis Reagent (LYS)	4 x 875 mL	8	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni MGP Reagent(MGP)	480 tests	18	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Pipette Tips	1536	4	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Processing Plate	60	6	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Specimen Diluent (SPEC DIL)	4 x 875 mL	8	short	Ambient(2 ⁰ c-8 ⁰ c)
cobas omni Wash Reagent (WASH)	4.2 L	29	short	Ambient(2 ⁰ c-8 ⁰ c)
Geenius HIV 1/2 Confirm Ctrl	1	10	long	Cold(2 ⁰ c-8 ⁰ c)
KIT Cobas 5800/6800/8800 HIV 192 IVD-Quantitative	192 Tests	18	short	Ambient(2 ⁰ c-8 ⁰ c)
KIT Cobas 5800/6800/8800 HIV 96 IVD-Qualitative	96	20	short	Ambient(2 ⁰ c-8 ⁰ c)

Price Schedule Clearing and forwarding.

Clearing Costs for Representative Shipments			
Cost breakdown e.g. (Kindly add rows as required.)	Total Cost Shipment	Shipment 1	Shipment 2
1. Clearing charge			
2. GIT Insurance			
3.			
4.			
5.			
Total Cost			

Section B - In this section, kindly submit a standard quotation for clearing charges with the following details included.

- Clearing charge per Kilogram (Kg) on a sliding scale of progressive weight increments.
- Minimum weight/clearing charge.
- Provide details on 3rd party charges.

Any other special conditions for clearing special items (e.g. temperature sensitive consignments)

APPENDIX C

SELF-DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE.

I.....of P. O. Box being a resident of..... in the Republic of do hereby make a statement as follows:-

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of..... (insert name of the Company) who is a Bidder in respect of Tender No..... for (insert tender title/description) for..... (insert name of the Procuring entity) and duly authorized and competent to make this statement.

2. THAT the aforesaid Bidder, its servants and/or agents/subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of.....(insert name of the Procuring entity) which is the procuring entity.

3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of(name of the procuring entity).

4. THAT the aforesaid Bidder will not engage/has not engaged in any corrosive practice with other bidders participating in the subject tender

5. THAT what is deponed to here in above is true to the best of my knowledge information and belief.

.....
.....

(Title)

(Signature)

(Date)

Bidder's Official Stamp

CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in below Application forms (1-5) and the declaration form. You are advised that it is a serious offence to give false information on these forms

APPLICATION FORM 1: COMPANY DETAILS AND GENERAL INFORMATION

No.	PARTICULARS	RESPONSE												
1	Full name of organisation:													
2	Is your organisation (Please tick one) <table border="1" data-bbox="566 638 869 1534"> <tr> <td>i) A public limited company? yes, please attach copies of the company's memorandum of association and articles including any change of name</td><td></td></tr> <tr> <td>ii) Public listed company? If yes, attach copies as (i) above</td><td></td></tr> <tr> <td>ii) A limited company? If yes, attach copies as (i) above</td><td></td></tr> <tr> <td>iii) A partnership? Yes attach partnership deed</td><td></td></tr> <tr> <td>iv) A sole trader? Yes attach business certificate</td><td></td></tr> <tr> <td>v) other (please specify)</td><td></td></tr> </table>	i) A public limited company? yes, please attach copies of the company's memorandum of association and articles including any change of name		ii) Public listed company? If yes, attach copies as (i) above		ii) A limited company? If yes, attach copies as (i) above		iii) A partnership? Yes attach partnership deed		iv) A sole trader? Yes attach business certificate		v) other (please specify)		
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iii) A partnership? Yes attach partnership deed														
iv) A sole trader? Yes attach business certificate														
v) other (please specify)														
3	Date of Registration:													
4	Full physical address of principal place of business: Full postal of the principal place of business:													
5	Registered address if different from the above: Post Code:													
6	Telephone number:													
7	E-mail address:													
8	Website address (if any):													

9	Company Tax PIN: (Kindly provide a copy of the PIN Certificate)		
10	VAT Registration number: (Kindly provide a copy of the VAT Certificate)		
11	Period in which you have been in the specific business for which you wish to be pre-qualified		
12	Names of the Shareholders, Directors and Partners Kindly provide original copy of an official search report issued by the Registrar of Companies showing the directors and shareholders of the company (Companies For CR 12). The report should not be more than one month old.		
13	Associated companied(if any)		
14	Provide the name company`s certified Secretary/Auditors		
15	Please provide a copy of the most recent annual return together with a filing receipt		
16	Name of (ultimate) parent/holding company (if this applies):		
17	Companies Registry number of parent/holding company (if this applies):		
18	If a consortium is expressing interest, please give the full name of the other organisation (the proposed consortium partners should also complete this questionnaire in its entirety)		
19	Contact person within the organisation to whom enquiries about this bid should be directed:	NAME:	
		TITLE	
		TEL:	
		EMAIL:	

APPLICATION FORM 2: FINANCIAL INFORMATION

<p>1. Annual Value of Total Sales for the last 2 Years:</p> <p>Year 2014 Kshs.----- Year 2015: Kshs. -----</p>
<p>2. Bank Name: -----</p> <p>Address and Branch: -----</p> <p>Bank Account Number:-----</p> <p>Account Name: -----</p>
<p>3. Provide a copy of the company's Audited Financial Report for the last two years.</p>
<p>4. Credit period</p> <p>Please indicate the credit period you are willing to offer Jhpiego, -----</p>

APPLICATION FORM 3: EXPERIENCE AND REFERENCES

Please provide in the table below details of projects you have undertaken relevant to the job you are bidding for performed over the last three (3) years, or that are relevant to this ITB. (Attach copies of LPOs/contracts to support information indicated in the table)

No	Customer Organization (name)	Customer contact name and phone number	Contract reference and brief description:	Date contract awarded	Value of businesses transacted: (Kshs/USD)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					