



Elizabeth Glaser
Pediatric AIDS
Foundation

Until no
child has
AIDS.

REQUEST FOR PROPOSALS

REQUEST FOR PROPOSALS (RFP) FOR THE SUPPLY, DELIVERY & INSTALLATION OF NEW INCINERATORS

In support of

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION (EGPAF)
(P.O Box 21127, Kampala)

Firm Deadline: 16 April, 2018, 5:00 PM Eastern Time

The Elizabeth Glaser Pediatric AIDS Foundation, a non-profit organization, is the world leader in the fight to eliminate pediatric AIDS. Our mission is to prevent pediatric HIV infection and to eliminate pediatric AIDS through research, advocacy, and prevention and treatment programs. For more information, please visit <http://www.pedaids.org>.

1. SPECIFICATIONS FOR THE SUPPLY, DELIVERY AND INSTALLATION OF INCINERATORS:

Minimum Specifications:

Please note that these are minimum specifications should therefore not limit bidders from proposing the latest model or technology for as long as the minimum specifications are met. Thus, specifications and the physical locations of the sites where the Incinerator are intended to be supplied and installed are as follows:

- Should have required certification standards from approved certification regulatory body.
- Incinerator should be able to burn hazardous and non-hazardous waste at a minimum temperatures of 850'C-1100'c.
- Must have two chambers that's primary chamber catering for destruction burning at 850'c and secondary chamber for destruction of gaseous waste burning at 1100'c.
- Incinerators must meet medical waste disposal provisions mechanism in accordance with NEMA regulations and requirements.
- Incinerators must all meet the ambient air pollutant guidelines.
- Incinerator should meet the sitting ground ambient requirements as per site.
- Housing shed for incinerator should meet minimum standards to allow free movement of incinerator operators and waste storage area.
- Incinerators chimney must be heavy duty, durable and heat resistant to burst during combustion.
- Incinerator door must be heavy duty, durable and tight to avoid smoke inlet during combustion.
- Incinerator must have bulk load capacity of up to 300kgs with a minimum destruction capacity of up 100kgs per hour.
- Waste shed housing the incinerator with enough working space and waste storage area .
- Must have an ash pit with a capacity of up 10,000ltrs.
- Must meet all occupation health safety and environment requirements and hazards.



District	Site Where Incinerator is to be Supplied & Installed	Initial Quantity	Estimated Option Quantity	Est. Time-frame for Option
Mbarara	MRRH	1	1	31-Dec-2018
Isingiro	Kabuyanda HC IV	1	1	31-Dec-2018
Kiruhura	Rushere Hospital Kazo HC IV	1 1	1	31-Dec-2018
Bushenyi	Bitereko HC IV	1	1	31-Dec-2018
Sheema	Kitagata Hospital	1	1	31-Dec-2018
Mitooma	Bitereko HC III	1	1	31-Dec-2018
Rukungiri	Bugangari HC IV Buhanga HC IV	1 1	1	31-Dec-2018
Ntungamo	Kitwe HC IV Rushooka HC IV	1 1	1	31-Dec-2018
Kabale	Kabalaga	1	1	31-Dec-2018
Kanungu	Kihihi HC IV	1	1	31-Dec-2018
Kisoro	Rubugiri HC IV	1	1	31-Dec-2018
Rubirizi	Rugazi HC IV	1	1	31-Dec-2018
Rukiga	Kamwezi HC IV	1	1	31-Dec-2018

PROVIDE ONE GENERIC SKETCH AND OR BROCHURE OF THE PROPOSED INCINERATOR ACCOMPANIED BY A CLEAR BREAK-DOWN OF THE MATERIALS TO BE USED.

INDICATE THE WARRANTY PERIOD AND THE MAINTENANCE PLAN.

EGPAF now invites eligible vendors to submit competitive proposals for the **Supply, Delivery and Installation of New Incinerators** at the above listed sites.

2. EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS

The Foundation will accept the proposal from the suppliers that is the **BEST VALUE** (i.e. the vendor that provides the most economically advantageous goods and service to the Foundation).

All proposals will be evaluated against the following Evaluation Criteria. Each proposal should contain the items listed in the Submission Requirements column in the following chart. Please submit your Submission Requirements in the order they appear below.

	Evaluation Criteria	Submission Requirements	Weight
1	Price	Indicate clearly the unit price for Supply & Installation for Incinerators per site/ region as well as the Total Price Inclusive of VAT and other relevant costs for all the Incinerators.	50%



2	Past Performance	Please provide traceable references with contact details where similar works have been successfully executed. We will follow-up on the references provided.	30%
3	Delivery and Installation Period	Indicate the supply, delivery and installation period	10%
4.	Payments Terms	Indicate payment terms	10%
TOTAL:			100%

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

3. KEY CONTRACT TERMS

If you are able and the Foundation wishes to exercise its option to purchase more quantities of an item over the next few months, please provide us with your quote either:

- 1) The fixed rates that will be applied to each item should the Foundation wish to exercise its option to purchase more than the initial quantity; or
- 2) The maximum percentage rate with which those prices will increase (for example, the prices in the attached quote will increase no more than 1.5% for the next order(s) should the Foundation wish to exercise this option).

If not otherwise specified in the quote, bidder agrees to firm fixed prices for any option quantities ordered before 31-December -2018.

This will be included in the final Purchase Order. If unable to provide a priced option at this time or should any of the goods/services offered by the vendor become unavailable, or unavailable at the unit rate originally proposed, the contractor will inform EGPAF of any changes in prices prior to the exercise of an option. Pricing shall otherwise remain fixed at the originally agreed-upon price and mutually agreed upon by both parties via an amendment to the original Purchase Order.

Upon placement of an order, the vendor will deliver the good/service within a specified timeframe. Each Order placed by the Foundation shall state the items to be purchased, the location to which the items should be delivered, specify the timeframe within which the Order should be completed, and a fixed-price for the items to be purchased (including delivery costs). Each individual Order will become a legally binding contract when it has been formally signed by the Foundation and received by the Vendor.

4. SUBMISSION OF APPLICATIONS AND PROPOSED TIMELINE

Interested suppliers can submit their **typed** quotations on the company's letterhead using the email below:



DATE	ACTIVITY
27 March, 2018	Release of RFP
During working hours on the emails	Submission of Inquiries directed to: procurementuganda@pedaids.org Any form of canvassing will lead to automatic disqualification of the firm
16 April, 2018 at 5:00 PM Eastern Time	Completed proposals must be delivered electronically by the deadline mentioned on page one to: procurementuganda@pedaids.org NOT EXCEEDING 2MB
30 April 2018	Final decision announced and Offerors notified

Please note it is our best intent to comply with the above timeline but unavoidable delays may occur.

5. ADDITIONAL INFORMATION

All proposals and communications must be identified by the unique RFP# reflected on the first page of this document. Failure to comply with this requirement may result in non-consideration of your proposal.

Any proposal not addressing each of the foregoing items could be considered non-responsive. Any exceptions to the requirements or terms of the RFP must be noted in the proposal. The Foundation reserves the right to consider any exceptions to the RFP to be non-responsive.

Late proposals/quotations may be rejected without being considered.

The Foundation shall not be obligated for the payment of any sums whatsoever to any recipient of this RFQ until and unless a written contract between the parties is executed.

Equal Opportunity Notice. The Elizabeth Glaser Pediatric AIDS Foundation is an Equal Employment Opportunity employer and represents that all qualified bidders will receive consideration without regard to race, color, religion, sex, or national origin.

ETHICAL BEHAVIOR

As a core value to help achieve our mission, the Foundation embraces a culture of honesty, integrity, and ethical business practices and expects its business partners to do the same. Specifically, our procurement processes are fair and open and allow all vendors/consultants equal opportunity to win our business. We will not tolerate fraud or corruption, including forging program outputs, kickbacks, bribes, undisclosed familial or close personal relationships between vendors and Foundation employees, or other unethical practices. If you experience or suspect unethical behavior by a Foundation employee, please contact our Fraud Investigations team at fraud@pedaids.org or the Foundation's Ethics Hotline at www.reportlineweb.com/PedAids/. Any vendor/consultant who attempts to engage, or engages, in corrupt practices with the Foundation will have their proposal disqualified and will not be solicited for future work.