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I. General information

1. Brief information on the project

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH (German Development Cooperation).

Project: BaSIC - Building a System on Integrated Primary Care in Tajikistan

Project number: **16.2181.2-002.00**

The Multi Donor project “BaSIC - Building a System on Integrated Primary Care in Tajikistan” is jointly funded by the European Union and the German Federal Ministry for Economic Cooperation and Development (BMZ). The Action is part of the EU Health Development Programme (EU HDP) in Tajikistan and is implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

The specific objective of the Action is to improve the quality of and access to integrated primary health care (PHC) services. The Action will strengthen the PHC system and lead to an improved quality of service delivery in 28 selected partner districts as well as improved access to PHC services for local communities by strengthening the organisational efficiency in PHC Centers, by improving the competencies of family doctors, nurses and midwives and administrative professionals as well as by restoring trust in and acceptance of family medicine in local communities.

The principal strategy of this Action is to support the Government of Tajikistan with implementing the Primary Health Care System Development Plan based on Principles of Family Medicine (2021-25).

The target group of the Action – the general population in the partner districts (app. 3.65 million people) – will be reached by capacitating 30 Level III PHC Centers (District/City Health Centers/ Poly Clinics) and all 461 Level II PHC Centers (Rural/ Village Health Centers) in the selected districts. Thereby, the Action targets directly 53 per cent of all Level II and Level III primary health care facilities in Tajikistan and improves framework conditions for the remainder of PHCs through engagement at the national level. In addition, the Action will reach out to the medical houses and medical points (Level I) in the selected districts, where feasible.

One of the objectives of the MHSP of Tajikistan, specified in the "National Health Strategy of the Republic of Tajikistan for the period up to 2030", approved by the Resolution of the Government of the Republic of Tajikistan, is integration of vertical programmes into primary health care which already started in some pilot districts in 2011. In Tajikistan, many vertical programs (IMCI, Immunization, Reproductive Health) are now fully or partially integrated into primary health care structures. However, today HIV/AIDS and TB are still a high burden in the country.

Under the BASiC project, in the period 2022 - 2023, the process of integration of HIV services is carried out in PHC facilities, by training specialists of these facilities (family doctor and family nurse) and equipping their offices in 10 pilot districts of Vose (3 HIV sites), Bobochon Gafurov (3 HIV sites), Tursunzoda (3 HIV sites), Ishkoshim (3 HIV sites), Khorog (2 HIV sites), Rushon (3 HIV sites), Panj (3 HIV sites), Vahdat (3 HIV sites), Panjakent (3 HIV sites), 6. Istaravshan (3 HIV sites).

In early 2024, the HIV integration process is expanded to another 10 pilot districts - 29 newly established HIV sites:

1. Shahrinav district (3 HIV sites).
2. Kulob (Jarqala) district (3 HIV sites).
3. Muminobod district (3 HIV sites).
4. Temurmaliq district (3 HIV sites).
5. Norak district (3 HIV sites).
6. Bokhtar city (2 HIV sites).
7. Darvoz district (3 HIV sites).
8. Vanj district (3 HIV sites).
9. Shugnon district (3 HIV sites).
10. Roshtqala district (3 HIV sites).

2. Context

The main objective of the proposed Terms of Reference (ToR) is collection, sorting, delivering and installation of IT, technical and medical equipment for HIV services integration to 29 HIV sites (PHC facilities) in 10 (ten) pilot districts in 3 regions of Tajikistan (RRS 1 district, 5 districts in Khatlon region and 4 districts in GBAO. Annex with Items and districts of distribution is attached to the current TOR. Safe delivery to destination and insure that all below mentioned Items delivered to appropriate points.

3. GIZ shall hire the contractor for the anticipated contract term, from 25 November 2024 to 30 April 2025.

The services described in Section 4 shall be provided until end of February 2025

4. The contractor shall provide the following work/service:

1. Transport of HIV and TB commodities along the following routes (as per attached distribution table):
 - a. **Dushanbe – Shahrinav District:** A. Hasanov Rural Health Centre (RHC) of Shahrinav District "Tojikiston" Rural Health Centre (RHC) of Shahrinav District; "Chust" Rural Health Centre (RHC) of Shahrinav District;
 - b. **Dushanbe – Kulob (Jarqala) district:** "Hokimobod" Rural Health Centre (RHC) Kulob district, "Chorbog" Rural Health Centre (RHC), "Hatlon" Rural Health Centre (RHC) of Kulob district;

- c. **Dushanbe – Muminobod district:** "District Health Centre (DHC) of Muminobod district "Shamsiddin Shokhin" Rural Health Centre (RHC), "Bogi Habib" Rural Health Centre (RHC) of Muminobod district;
 - d. **Dushanbe – Temurmalik district:** "District Health Centre (DHC) of Temurmalik district, "Tanobchii Bolo" Rural Health Centre (RHC), "Kangurt" Rural Health Centre (RHC).
 - e. **Dushanbe – Norak city:** "District Health Centre (DHC) of Norak district, "Dukoni " Rural Health Centre (RHC) of Norak district, "Tutkaul" Rural Health Centre (RHC) of Norak district;
 - f. **Dushanbe - Bokhtar city:** Bokhtar City Health Centre (CHC), " Balkhi 1" (J. Rumi) Rural Health Centre (RHC);
 - g. **Dushanbe - Darvoz district:** District Health Centre (DHC) of Darvoz district, "Sagirdasht" Rural Health Centre (RHC), "Chorf" Rural Health Centre (RHC);
 - h. **Dushanbe - Vanj district :** " District Health Centre (DHC) of Vanj district, "Vahdat" Rural Health Centre (RHC) Vanj district, "Garmchashma" Rural Health Centre (RHC), Vanj district;
 - i. **Dushanbe - Shugnon district:** District Health Centre (DHC) of Shugnon district, "Porschnev" Rural Health Centre (RHC), "Buni" Rural Health Centre (RHC), Shugnon district;
 - j. **Dushanbe - Roshtkala District:** "District Health Centre (DHC) of Roshtkala district ""Tavdem"" Rural Health Centre (RHC) Roshtkala District ""Sejd"" Rural Health Centre (RHC), Rohtkala District ".
2. Contractor shall collect, sort commodities according to the enclosed distribution table
 3. Contractor shall load and unload at the locations specified in the HIV sites distribution list provided by GIZ
 4. The contractor shall deliver the HIV commodities to the destination as agreed and within the timeframe agreed with the GIZ.
 5. Delivery and handover of HIV Goods shall be done according to the distribution list provided by GIZ.
 6. Inform the GIZ in advance if the goods are ready for dispatch (shipment)
 7. Ensure checking the condition (operability) of supplied HIV commodities when loading from storage and further during transfer of commodities to the place of destination
 8. insure (cover risk and cost of transport) until the goods are delivered to the place stated in the delivery terms and within the period agreed with the GIZ
 9. deliver the goods precisely in accordance with the list and quantity of tools specified in the accompanying documents of the GIZ.
 10. install the furniture and set up the set in the designated rooms of the responsible family doctors and take pictures.
 11. Contractor is obliged to hand over the documents (data sheet, quality certificate, user manual, etc.) and the available accessories at the same time as the tool is handed over to the recipient.
 12. If the quantity handed over does not correspond with the quantity stated in the delivery documents, inform the GIZ representative.
 13. apply the GIZ logo to the commodities
 14. submit the handover documents (delivery notes) of the goods to the GIZ on time
 15. submit photos and delivery report of each HIV site.

Period of assignment: from 25 November 2024 to 30 April 2025.

Milestones/partial works	Date/location/responsibility	Criteria for acceptance
Collection and sorting of goods according to the attached table for distribution to 29 destinations.	End of November 2024	
scheduling the distribution of goods by date in 10 districts	End of November 2024	completed schedule agreed with GIZ
deliver the goods and install the furniture in the specified offices of the responsible family doctors in exact accordance with the list and quantity of tools specified in the accompanying GIZ documents. label the equipment and furniture with the GIZ logo at the same time.	February 2025	photos of staffed HIV sites with project logos affixed on distributed goods Reports
providing GIZ with documents on transfer of goods ('handover protocols') to the managers of 10 districts (3 copies) and obtaining stamps and their signatures.	End of February 2025	signed by the PHC Managers hand-over protocols in 2 copies (for GIZ and for the Republican AIDS Centre (RAC))

II. Tender requirements

1. Qualifications of proposed staff

The tenderer is required to propose personnel for the positions specified here and described with respect to the areas of responsibility and qualifications on the basis of relevant CVs.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Criteria of the selection

- At least 3 years of experience in the logistics (transportation) sphere;
- Own Park of trucks and lifting machines for heavy items;
- The ability to track the status of the shipment;
- Provision of qualified personnel for packing, loading, and unloading;
- Provision on insurance coverage for the equipment;

1.1 Expert 1:

1.1.1 General qualifications

Education: Advanced university degree (Master's or equivalent), in Business Administration, Supply Chain Management, Public Administration, Procurement or other related field. First level university degree (Bachelor's or equivalent) in Business Administration, Supply Chain Management, Public Administration, Procurement or other related field. Good knowledge of logistic or supply chain management tasks. Good Knowledge of local laws and regulations.

Professional experience: more than 3 year working experience in the related area

1.1.2 Experience in the region / knowledge of the country

All regions of Tajikistan

1.2 Requirements for Personnel The personnel assigned to the project should meet the following requirements:

- Have experience in packing, loading, and unloading of equipment;
- Be physically fit and able to lift heavy items;
- Have a good understanding of safety protocols and procedures;
- Be punctual and reliable;
- Have good communication and interpersonal skills.

2. Quantitative requirements

Specification of Inputs

Fee days	Number of experts	Number of days per expert	Comments
• Preparation/debriefing		5	
• Implementation		25	
Other costs	Number of experts	Amount per experts	Comments
<i>Insurance of goods The cargo loss insurance to cover the cost of goods in case of damages</i>			Invoice of price of the goods is 934,054.82 TJS. Range of insurance is from 0.8% to 3.2%

Since the contract to be concluded is a contract for works, you should offer your services at a fixed lump sum price, which provides **an itemised breakdown of all the relevant costs (fees, travel costs, etc.)**. **The specification of inputs should provide guidance in this respect**. The assessment of the financial bid is based on the lump sum price tendered, which must be realistic for the services to be rendered. In the contract itself, the budgets will be contractually agreed as **maximum amounts**.

3. Submission of commercial offer

- The technical and financial offers must be submitted in separate PDF files.
- Technical proposal (CVs, certificates and etc).
- Financial proposal in local currency (prepared in a separate PDF file).

4. Requirements for commercial offer:

- Provide full legal address, contact numbers and e-mail.
- The price proposal must be stamped, dated and signed.
- Currency: Tajik somoni.
- Terms of payment: by transfer to the bank account.

Address for submission:

Please send your commercial offers via e-mail to TJ_Quotation@giz.de before **17:00 am** on 19th of November 2024 indicating the tender number **“83476958”** in the subject of the e-mail.

Kindly refrain from copying any other email addresses associated with GIZ. Submissions must be directed solely to the specified email address. Please note that emails sent to alternative GIZ mailboxes or those with additional recipients in CC will not be taken into consideration.

Special conditions:

- Bidders should not contact other GIZ personnel unless directed to do so by the GIZ representative.
- Please raise any commercial, technical, or procedural questions promptly, and no later than 17:00 pm on 13th of November 2024. All questions should be submitted in writing and with indication of the tender number “83476958” in the subject of the email to the address Procurement.TJK@giz.de.
- The default size of e-mails is limited to 30 MB. Above that, GIZ's email servers refuse the message and its attachments. If necessary, send more than one e-mail.
- In case of bigger files, it is possible to transfer the file via GIZ's File transfer service: <https://filetransfer.giz.de> GIZ accepts only this specific file transfer solution for submission of documents exceeding the default mail size of 30 MB.
- GIZ is not responsible for the failure of electronic delivery of e-mail messages to the address provided, either for technological problems on the part of GIZ or the candidate.
- This invitation to tender is in no way binding on GIZ. The GIZ's contractual obligation commences only upon signature of the contract with the successful Tenderer.
- Up to the point of signature, GIZ may either abandon the procurement or cancel the award procedure, without the candidates or tenderers being entitled to claim any compensation.
- All costs incurred in preparing and submitting tenders are borne by the tenderers and cannot be reimbursed.
- All tenderers will be informed in writing of the results of this tender procedure.
- GIZ reserves the right to disqualify and reject proposals from suppliers who do not comply with these guidelines.

Annex:

- *HIV distribution table to 10 districts (29 sites).*