



**The Alliance for International Medical Action
Nigeria Mission**

CALL FOR VARIOUS EXPRESSIONS OF INTEREST

**FOR SUPPLY OF GOODS AND PROVISION OF WORKS AND SERVICES TO ALIMA NIGERIA
FOR THE YEAR 2025-2026**

REFERENCE: 24/NGN/ABJ/NG110/000

LAUNCH DATE: 17TH OCTOBER 2024

CLOSING DATE: 17TH NOVEMBER 2024



The Alliance for International Medical Action Nigeria Mission

PRESENTATION OF ALIMA

THE ALIMA SPIRIT: ALIMA's purpose is to save lives and care for the most vulnerable populations, without any discrimination based on identity, religion or politics, through actions based on proximity, innovation and the alliance of organizations and individuals. We act with humanism, impartiality and respect for universal medical **ethics**. To gain access to patients, we are committed to intervening neutrally and independently.

THE VALUES and PRINCIPLES of our action, as set out in our CHARTER:

1. Patient first
2. Revolutionizing humanitarian medicine
3. Responsibility and Freedom
4. Improving the quality of our actions
5. Trust and Confidence
6. Collective intelligence

CARE - INNOVATE - TOGETHER:

ALIMA (The Alliance for International Medical Action) is an international medical humanitarian NGO based in Dakar, Senegal, which has been saving lives for over 14 years in emergencies and health crisis in Africa.

ALIMA's ambition is to transform humanitarian medicine by drawing on research and innovation to multiply the effectiveness of its actions and better protect populations from tomorrow's health crisis.

Since the creation of **ALIMA** in 2009, more than 11 million patients in 14 countries have been cared for and The Alliance for International Medical Action more than 30 research projects have been launched - notably on malnutrition, maternal and child health, malaria, Ebola, COVID-19. An action rewarded by several international awards.

ALIMA works in partnership with national NGOs in five countries, a model that makes humanitarian aid more tailored and effective over the long term, thanks to inclusive collaboration in the co-construction and joint implementation of the humanitarian response, as well as local capacity building.

THE ALIMA TEAM: More than 2,000 people are currently working for ALIMA. Teams in the field, close to the patients, receive their support from coordination teams generally based in the capital of the countries of intervention. The four desk teams support them and the emergency and opening service team based at the operational headquarters in Dakar, Senegal. The Paris and New York teams are actively involved in fundraising and representing ALIMA.

COUNTRIES OF INTERVENTION IN 2023: Burkina Faso, Cameroon, Central African Republic, Tchad, Democratic Republic of Congo, Ethiopia, Guinea, Mali, Mauritania, Niger, Nigeria, Sudan and Ukraine.

AREAS OF EXPERTISE: Malnutrition, Maternal health, Primary health, Pediatrics, Malaria, Epidemics (Ebola, Cholera, Measles, Dengue), Hospitalization, Emergencies, Gender-based violence, Mental health...



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CALL FOR EXPRESSION OF INTEREST

Subject: Call for expressions of interest from companies, businesses, corporations or groups of companies and or firms.

Dear Sir/Madam,

ALIMA is a non-profit humanitarian organization operating in several countries in the region. As part of the updating of its supplier database, it is launching this call for expressions of interest from eligible companies, groups of companies, and or firms for the provision of goods, services, and works for one or more of the lots below:

- Lot N°1:** Supply of medicines
- Lot N°2:** Supply of medical supplies and equipment
- Lot N°3:** Provision of Medical equipment maintenance and repairs e.g. Oxygen Concentrators and cylinders etc.
- Lot N°4:** Supply of Generators and accessories and provision of Generator maintenance and repair services
- Lot N°5:** Provision of Cleaning and Fumigation Services
- Lot N°6:** Stationery and Office Supplies, and Furniture (chairs, metal cabinets ...)
- Lot N°7:** Supply of fuel and lubricants for motor vehicles and motorbikes.
- Lot N°8:** Provision of private Security and Guarding Services (Access Control, CCTV)
- Lot N°9:** Fire Safety Maintenance Service (fire extinguishers, manual alarm triggers, sirens, etc.)
- Lot N°10:** Computer equipment and consumables
- Lot N°11:** Printing services e.g. Educational materials, T-shirts etc.
- Lot N°12:** Supply of water fountain and weekly delivery of office mineral water bottles
- Lot N°13:** Rental of all types of vehicles
- Lot N°14:** Hotels (Accommodation, catering, meeting rooms and miscellaneous equipment)
- Lot N°15:** Printing, photocopying, and silk-screening services
- Lot N°16:** Air Travel agency services
- Lot N°17:** Provision of Ground/Road Transportation Services
- Lot N°18:** Provision of sewerage dislodge services
- Lot N°19:** Provision of Freight, customs clearance and forwarding/transit services.
- Lot N°20:** Supply of communication supplies; VHF Radios, Thuraya's, Satellite phones, Telephones, tablets etc.
- Lot N°21:** Maintenance and repair of office and residential air conditioners
- Lot N°22:** Supply of Solar system, equipment and accessories.
- Lot N°23:** IT services (Internet, Information system audit, ERP support etc....)
- Lot N°24:** Consultants
- Lot N°25:** Audit firms (statutory audits, contractual audits, project audits, investigations, evaluation, etc.).
- Lot N°26:** Insurance Companies, Motor Insurance etc....)
- Lot N°27:** Construction services (Buildings, Public Works).
- Lot N°28:** Supply of General Hardware and Construction materials.
- Lot N°29:** Supply of Nutritional supplies (Plumpy Nut, Plumpy Sup, CSB, F100, F75...)
- Lot N°30:** Supply of vehicle parts and provision of vehicle maintenance and repair services.
- Lot N°31:** Cleaning products (bleach, floor cleaner...), cleaning materials (broom, squeegee, mop, gloves...) and hygiene materials (toilet paper, liquid hand soap, paper towel rolls, handkerchief dispensers....).



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Lot N°32: Training provider (designer and facilitator), and/or coaches on the following themes: Humanitarian project management, humanitarian logistics (purchasing and procurement, operational logistics, health logistics), financial management and accounting, human resources, security management, communication and advocacy, soft skills.

..... Possible to add other categories of goods, services and works areas

INSTRUCTIONS AND CLOSING DATE OF EXPRESSION OF INTEREST APPLICATION SUBMISSION:

Eligible companies, businesses, groups of companies and/or firms meeting the qualification criteria listed in this Notice, must express their interest **by submitting their applications electronically by email to sourcing@nigeria.alima.ngo** with the **subject line: "ALIMA Nigeria, Expression of Interest 2025/2026_(Lot N°.... and details)"**, **no later than 17th November 2024, 05:00 pm, Local time. Applications received by any other means will not be considered.**

Interested bidders must provide information demonstrating that they are qualified and experienced to perform the services described above. In this regard, they must provide proof that they have references for recent and similar services.

More specifically, to be eligible, bidders must provide the following information and documents:

- **Presentation of the structure and area of expertise (Company profile).**
- **Administrative documents confirming its structure's eligibility (Legal status documents, TCC, TIN & CAC documents, licenses and certifications relevant to their dealership).**
- **List of Experiences and References (Clients served in the last two (2) years).**
- **Current provisional price list (if applicable) and photos of your facility/office and or warehouse (can be affixed to the company profile).**

as well as:

- **The Conflict-of-Interest Declaration Form (completed and signed).**
- **The Litigation History Sheet (completed and signed).**
- **and the supplier information sheet attached (completed and signed).**

Please note that participation in the Expression of Interest exercise is only a preliminary stage in the bidding process where ALIMA will screen applicants and determine if they have the requisite legality, competitiveness and resources to supply goods, and provide services or works to ALIMA Nigeria as needed.

Submission of properly filled, signed and stamped documents requested above is mandatory for participation in ALIMA's bidding opportunities for the year 2025-2026.

After careful and prudent review of the various expressions of interest that will be received, ALIMA will vet (using CAC Portal and FinScan), qualify and enlist qualified suppliers in its database who will be contacted from time to time within the framework of request for quotations, proposals as and when need arises for the supply of various goods and provision of various works and services, having expressed their interest.



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CONFLICT OF INTEREST DECLARATION FORM			
Company/Group Name:		Expression of interest reference:	
It is ALIMA's policy to ensure the fairness and integrity of its procurement process. All bidders are required to declare any actual or potential conflict of interest. Bidders must answer the questions below and provide information on any relationship and/or connection with ALIMA.			
	Reply from the bidders		Comments/Information provided
	YES	NO	
Do you have a relationship with an ALIMA employee who is involved in the procurement process? This may be a personal or professional relationship.			
Have you been engaged to provide consultancy services for the preparation or execution of a procurement task?			
Are you an employee or stakeholder of ALIMA?			
Are you involved in more than one of the proposals submitted?			
Has ALIMA offered you an employment contract in the last 12 months?			
Have you hired any ALIMA staff involved in the preparation or execution of a procurement related tasks in the last 12 months?			
We certify that: a) we have read and understood the contents of this declaration form, and b) we have declared all actual or potential conflicts of interest.			
We are fully aware that ALIMA will determine, at its sole discretion, whether or not a declared conflict of interest should result in the rejection of our application as part of the procurement process.			
Name: In the capacity of: Signature: Duly authorized to sign this proposal for and on behalf of: Date:			



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HISTORY OF LITIGATION

Company name:

Companies, businesses, firms or groups of companies must provide information on the history of disputes or arbitrations resulting from contracts carried out in the *last ten years* or in the course of.....

Non-performing contracts - contracts terminated in the *last ten years* for unsatisfactory performance or default: (in number)

Non-performance of the contract during the stipulated period (in numbers):

Do you have a dispute with an entity? (Yes/No):

If so, please explain:

Pending disputes

No pending litigation:

Pending disputes:

The information on the supplier registration form is intended exclusively for ALIMA's internal use.

GENERAL INFORMATIONS

Company name (Name of supplier)			
Acronym or Trade Name		Capital social	
Legal status	<input type="checkbox"/> Informal (neither CC nor RCCM) <input type="checkbox"/> Individual business <input type="checkbox"/> SARL <input type="checkbox"/> SARL U <input type="checkbox"/> SA <input type="checkbox"/> SA U <input type="checkbox"/> SNC <input type="checkbox"/> SCS <input type="checkbox"/> GIE		
Country		City	
Geographical address of factories, workshops or warehouses			
Geographical address of factories, workshops or warehouses			
Mailbox		E-mail address	
Landline Telephone Numbers		Mobile Phone Numbers	
Creation date		Number of employees	
Registration/License Information			
Trade Register No.		Taxpayer Account No.	
Bank account number (RIB) for payments		Bank Account Name	
NGO supplier? (Yes/No) / Main customers			
Who are your International Suppliers/Markets (Geographical coverage)			
Sales of the previous year		Net Profit of the Previous Year	
Certifications, Approvals, Licenses, Certificates and other official documents held by the company			
ISO certifications			
Other certifications Approvals, Licenses, Certificates, etc.			
KEY COMPANY PERSONNEL (OWNERS, ASSOCIATES, MANAGERS)			
<p>Before engaging or contracting with a supplier, the supplier must be subject to checks by ALIMA on the lists of prohibited and sanctioned entities, to confirm that neither the company nor its key personnel are subject to sanctions or associated with prohibited organizations. To this end, we kindly ask you to provide, in all sincerity, all the information requested about the company and its key personnel. The information on this form is intended exclusively for ALIMA's internal use and its confidentiality will be protected.</p>			
Legal representative of the company (Owner, General Manager, Country Director, Manager, etc.)			
Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Date of birth		Nationality	
Landline number email address		Mobile phone number	
Other key company personnel (Partner, Sales Director, Financial Director, Operations Director, Authorized Representative,			

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Date of birth		Nationality	
Landline number		Mobile phone number	
email address			

Other key company personnel (Partner, Sales Director, Financial Director, Operations Director, Authorized Representative, etc.)

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Date of birth		Nationality	
Landline number		Mobile phone number	
email address			

COMPANY CONTACTS (MANAGEMENT OF CURRENT COMMERCIAL TRANSACTIONS)

NB: Provide email addresses referring to the company, preferably by the domain name (eg: abc@alima.ngo or failing that alima_achats@gmail.com)

Contact person 1

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Landline number		Mobile phone number	
Fields of expertise (e.g. quotes, orders, finances, etc.)		email address	

Contact person 2

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Landline number		Mobile phone number	
Fields of expertise (e.g. quotes, orders, finances, etc.)		email address	

COMPANY PRODUCTS AND SERVICES

Type of Activities (Check options or add a relevant sector)	Manufacturer		Wholesaler	
Geographical address of factories, workshops or warehouses				

Main activities of the company				
Activity	Supplier Category (Manufacturer, Wholesaler, Retailer, Artisan, Service Provider, Broker, etc.)		Main products and brands	
1-				
2-				
3-				
Copies of documents to attach: Trade register, Tax Declaration of Existence, Bank Identity Statement, Passport or CNI of key personnel of the company				
We certify on our honor the veracity of the information provided in this information sheet and the authenticity of the attached documents. We authorize ALIMA to verify them by any means and agree that any false declaration could lead to our suspension from ALIMA's supplier database or the cancellation of any contract or purchase order currently being executed.		Name and First Names, Position, Date, Signature and Stamp of the Company Representative, preceded by the words "Read and approved"		
PART RESERVED FOR ALIMA				
Competent ALIMA office: SUPPLY CHAIN MISSION/COORDINATION/DESK/HQ		Entry status	<input type="checkbox"/> Identified <input type="checkbox"/> Checked in <input type="checkbox"/> Pre-qualified <input type="checkbox"/> Suspended/Blacklisted	
Supplier identification method	<input type="checkbox"/> Call for tenders <input type="checkbox"/> Application for approval <input type="checkbox"/> Yellow Pages/Internet <input type="checkbox"/> Old ALIMA Database <input type="checkbox"/> Recommendation			
Supplier recommended by (First and last name)		Function		
Activities/Products for which the supplier is selected				
Review of the Head of Mission (CMD) or Colog (CO) for registration in the Supplier database (First and last name, Position, Date and Signature)		Approval of the SUPPLY CHAIN for registration in the Supplier database (First and last name, Position, Date and Signature)		
Reference vetting/FINSCAN		Vetting Date/FINSCAN		
History of changes to supplier statuses or information				
Date	Previous status	New Status	Reason / Comment	Support documents