



METROPOLITAN HOSPITAL NAIROBI

P.O Box 808-00515 Buruburu, Nairobi. Kenya. Tel: 0722 207 665, 0733 602 114

www.metro-hospital.com

**EXPRESSION OF INTEREST (E.O.I) FOR THE PARTITIONING
OF CONSULTANT OFFICES; CONSTRUCTION AND
EQUIPPING OF 4 THEATERS, 22 CRITICAL CARE BEDS AND
MATERNITY**

Release Date: 29th March 2017

OBJECTIVES

The objective of this E.O.I is to solicit proposals from interested bidders for participation in a bidding process for the selection of capable individuals, firms, and or companies for THE EXPRESSION OF INTEREST (E.O.I) FOR THE PARTITIONING OF CONSULTANT OFFICES; CONSTRUCTION AND EQUIPPING OF 4 THEATERS, 22 CRITICAL CARE BEDS AND MATERNITY. The E.O.I brings out the details with respect to scope of services that are deemed necessary to share with the interested bidders.

AVAILABILITY OF THE E.O.I DOCUMENTS

E.O.I can be downloaded from on <http://www.metro-hospital.com/news/13-latest-news> and a hard copy can be obtained from Metropolitan Hospital Nairobi, Buruburu Phase III, Opp Jericho Market along Rabai Road, at the Procurement Office.

The bidders are expected to examine all instructions, terms, and other details in the E.O.I documents. Failure to furnish complete information as mentioned in the E.O.I document or submission of a proposal not substantially responsive to the E.O.I document in every respect will be at bidder's risk and may result in rejection of the Proposal.

Metropolitan Hospital Nairobi may issue amendments to the E.O.I documents. In such case, the amendments shall be issued and placed on the Hospitals website at any time before the closing time of tender. The bidders who have downloaded the E.O.I documents from website must visit the website and ensure that they also download such amendments, if any. This shall be the responsibility of the prospective registered bidders to check the web site for any such corrigendum/addendum until the time of closing of tender and ensure that bid submitted by them are in accordance with the amendments.

E.O.I PROCESSING FEES

No fees will be charged for accessing the E.O.I document.

BIDDING TERMS (CONDITIONS UNDER WHICH THIS E.O.I IS ISSUED)

- This E.O.I is not an offer and is issued with no commitment. METROPOLITAN HOSPITAL NAIROBI reserves the right to withdraw the E.O.I and change or vary any part thereof at any stage.
- METROPOLITAN HOSPITAL NAIROBI reserves the right to cancel this E.O.I if METROPOLITAN HOSPITAL NAIROBI determines that such action is in the best interest of the Hospital.
- Bidders meeting the defined eligibility criteria and short-listed by METROPOLITAN HOSPITAL NAIROBI would be issued formal Request for Proposal inviting their technical and financial bids at a later date. The Request for Proposal would include detailed scope of work and the deliverables along with other information.
- METROPOLITAN HOSPITAL NAIROBI's decision with regard to the short-listing of bidders through this E.O.I shall be final and METROPOLITAN HOSPITAL NAIROBI reserves the right to reject any or all the bids without assigning any reason.
- Timing and sequence of events resulting from this E.O.I shall ultimately be determined by METROPOLITAN HOSPITAL NAIROBI.
- No oral conversations or agreements with any official, agent, or employee of METROPOLITAN HOSPITAL NAIROBI shall affect or modify any terms of this E.O.I and any alleged oral agreement or arrangement made by a bidder with any department, agency, official, or employee of METROPOLITAN HOSPITAL NAIROBI shall be superseded by the definitive agreement that results from this E.O.I process. Oral communications by METROPOLITAN HOSPITAL NAIROBI to bidders shall not be considered binding on METROPOLITAN HOSPITAL NAIROBI, nor shall any written materials provided by any person other than METROPOLITAN HOSPITAL NAIROBI.
- All communications between METROPOLITAN HOSPITAL NAIROBI and the bidder must be through email or written communication. All emails and written communication must be sent to METROPOLITAN HOSPITAL NAIROBI's procurement office email address : procurement@metro-hospital.com
- Neither the bidder nor any of the bidder's representatives shall have any claims whatsoever against METROPOLITAN HOSPITAL NAIROBI or any of their respective officials, agents, or employees arising out of, or relating to this E.O.I or its procedures.

- Bidders who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
- Each Bidder shall submit only one Proposal.
- The Bidder will have sole responsibility for execution of the scope of services, as specified in this E.O.I.
- Consortium formation or subcontracting with other firms will be allowed for submission and execution of the proposal.
- The Firm/Entity shall bear all costs and risks associated with the preparation and submission of the E.O.I including costs of site visits for presentation to the Evaluation Committee for the purpose of clarification on the bids. METROPOLITAN HOSPITAL NAIROBI will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the E.O.I process. Even if the METROPOLITAN HOSPITAL NAIROBI decides not to proceed with this E.O.I or further stages of selection, there will be no liability on the part of METROPOLITAN HOSPITAL NAIROBI.

RIGHTS TO THE CONTENT OF THE PROPOSAL

For all the bids received before the last date and time of bid submission, the proposals and accompanying documentation of the proposal will become the property of METROPOLITAN HOSPITAL NAIROBI and will not be returned after opening of the proposals. METROPOLITAN HOSPITAL NAIROBI shall not be bound by any language in the proposal indicating the confidentiality of the proposal or any other restriction on its use or disclosure.

ACKNOWLEDGEMENT OF UNDERSTANDING OF TERMS

By submitting their interest, each bidder shall be deemed to acknowledge that it has carefully read all sections of this E.O.I, including all forms, hereto, “EXPRESSION OF INTEREST (E.O.I) FOR THE PARTITIONING OF CONSULTANT OFFICES; CONSTRUCTION AND EQUIPPING OF 4 THEATERS, 22 CRITICAL CARE BEDS AND MATERNITY” and has fully informed itself as to all existing conditions and limitations.

LANGUAGE OF PROPOSALS

The proposal and all correspondence and documents shall be written in English.

VENUE AND DEADLINE FOR SUBMISSION OF PROPOSALS

Submissions, in their complete form in all respects as specified in the E.O.I, must indicated on the email subject line or in plain envelopes clearly marked with

“EXPRESSION OF INTEREST (E.O.I) FOR THE PARTITIONING OF CONSULTANT OFFICES; CONSTRUCTION AND EQUIPPING OF 4 HOSPITAL THEATERS, 22 CRITICAL CARE BEDS AND MATERNITY”

In addition, they are to be addressed to:

**THE C.E.O,
METROPOLITAN HOSPITAL NAIROBI
P.O BOX 808-00515 BURUBURU,
NAIROBI. KENYA.**

And or sent by email to the procurement office email address: procurement@metro-hospital.com

The sealed envelopes can be deposited at the Procurement Office; Metropolitan Hospital Nairobi, Buruburu Phase III, Opp Jericho Market along Rabai Road on or before **12.00 pm** on **11, April 2017**.

Late submissions will not be accepted.

Note: METROPOLITAN HOSPITAL NAIROBI may, in exceptional circumstances and at its discretion, extend the deadline for submission of proposals by issuing an addendum to be made available on the METROPOLITAN HOSPITAL NAIROBI's website. In which case all rights and obligations of METROPOLITAN HOSPITAL NAIROBI and the bidder's previously subject to the original deadline will thereafter be subject to the deadline as extended.

ELIGIBILITY CRITERIA FOR E.O.I

In order to be considered eligible for evaluation, the Bidder must first confirm its eligibility against all the requirements given in the table. This would be a “Pass-Fail” test and only the bidders who meet each of these requirements will be shortlisted. Bidders who fail to furnish any information asked shall be rejected.

SN	Eligibility Criteria	Requirement	Checklist
1	Valid incorporation	The firm/entity (Company/ Partnership/ LLP) that is submitting the E.O.I must be registered as a Corporate Body	
2	Tax Compliance	Bidder must provide a valid Tax compliance certificate or such valid document showing evidence of compliance with tax requirements of the country where the firm is registered.	
3	Construction Experience	Bidder must provide evidence of ‘construction’ experience. Valid registration from National Construction Authority, references and accreditation	
4	Supply of Medical Equipment and Services Experience	Bidder must provide evidence of ‘Supply of Medical Equipment and Services’ experience, references and accreditation.	
5	Past Record	Bidder should not have been or currently be blacklisted by any State/Central Govt. or County Government due to unsatisfactory performance, breach of general or specific instructions, corrupt /fraudulent or any other unethical business practices.	
6	ESG Obligations (Environmental, Social and Governance)	<ul style="list-style-type: none"> Should strive to support climate protection goals through the products and services they deliver (e.g. by providing relevant data on climate protection). In this regard, we 	

		<p>also expect our suppliers to take climate protection appropriately into account in their own operations, for example by setting climate protection goals for themselves and achieving them.</p> <ul style="list-style-type: none">• Should not have engaged directly or indirectly in any activities related to Money Laundering or Financing of Terrorism and will comply with applicable laws and regulations on Anti-Money Laundering in Kenya and the countries in which the supplier operates.• Should not have participated in the employment of children under the age of 18 years as stipulated by the laws of Kenya.	
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DETAILS TO BE FURNISHED

The Bidder submitting the Expression of Interest must furnish information about their organization, experience in key areas of the assignment, other details and all supporting documents requested must be serially numbered and signed by the Authorized Representative of the Bidder

Bids which fail to meet the requirements stated in this section will be rejected.

NEXT STAGES OF SELECTION

Shortlisted firms/entities that have been shortlisted based on eligibility criteria mentioned above E.O.I will be invited for the second stage of selection which would be a 'Request for Proposal'.

The Request for Proposal will be confidential, and circulated only to short-listed bidders. Short-listed bidders will not be permitted to share the Request for Proposal with any person who is not an employee of the bidder's firm/entity. High emphasis on technical quality will be provided for the purpose of evaluating submitted bids.

Note: METROPOLITAN HOSPITAL NAIROBI reserves the right not to proceed with the next stage of selection or with this E.O.I itself without assigning any reasons.

Bidders to include these letters as per the outlined formats

LETTER OF PROPOSAL SUBMISSION

(To be provided on Bidder's Letter Head)

Date:

THE CEO,

METROPOLITAN HOSPITAL NAIROBI

P.O BOX 808-00515 BURUBURU,

NAIROBI. KENYA.

Dear Sir,

We, the undersigned, offer to provide the services for METROPOLITAN HOSPITAL NAIROBI in accordance with your Expression of Interest dated [XXX]. We hereby submit our Proposal, which includes the Eligibility Criteria.

We hereby declare that all the statements made in the Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

Our Proposal is binding upon us and we recognize and accept that it will form part of the Contract along with the RFP to be issued in consonance with this E.O.I.

We understand that you are not bound to accept any proposal you receive.

Yours faithfully,

Authorized Representative:

Name and signature:

Name of firm:

Address:

Official stamp or seal

DECLARATION OF ‘NON-INVOLVEMENT’

(To be provided on Bidder’s Letter Head)

Date:

**THE CEO,
METROPOLITAN HOSPITAL NAIROBI
P.O BOX 808-00515 BURUBURU,
NAIROBI. KENYA.**

Dear Sir,

We hereby confirm that we are not under any “liquidation”, any “court receiver- ship” or similar proceedings and “bankruptcy”.

We further confirm that, we have not been blacklisted or kept under holiday by any Government (central/state)/ public sector undertaking / regulatory authority in Kenya, engaged directly or indirectly in any activities related to Money Laundering or Financing of Terrorism or in child labor.

We also confirm that the forms of this E.O.I have not been modified or altered.

We agree that if any information given above is found to be incorrect, the Proposal may be rejected.

Yours faithfully,

Authorized Representative

Name and signature:

Name of firm:

Date:

Official stamp or seal: