

John Snow Incorporated (JSI) – We are public health care and health systems consultants and researchers driven by a passion to improve health services and health outcomes for all.

Applications are invited for:

Title: Request for Quotations for the Printing of Project Documents for USAID M-RITE

Location: Nigeria

Period of Performance: October 12th to 15th, 2023

Background to the Project

- The USAID-funded project, MOMENTUM Routine Immunization Transformation and Equity (M-RITE), works in partnership with the Nigerian government to increase the capabilities of the health system, at national and subnational levels of the Health System of Ministry of health Nigeria Expanded Program on Immunization (EPI).
- The project seeks to address the barriers to reaching zero-dose and under-immunized children with life-saving vaccines and other health services.
- M-RITE is working closely with the Nigeria National Expanded Program on Immunization (EPI) and COVID Vaccination ramp up in the five focal States of Bayelsa, Edo, Imo, Jigawa, and Lagos, the Government of Nigeria and other routine immunization implementing partners.

Current Status of the Activity

- World Immunization Week, celebrated in the last week of April, aims to highlight the collective action needed and to promote the use of vaccines to protect people of all ages against disease¹.
- Immunization is a global health and development success story, saving millions of lives every year. It is a key component of primary health care and an indisputable human right. It's also one of the best health investments money can buy².
- Subsequently, a review of the guidance was conducted to assess the 1) Relevance and replicability of the COVID-19 vaccination strategies and tools in the existing

microplanning guidance. 2) Vaccination rollout experiences in countries in order to gain deeper insight has since led to the an updated, expanded and refined version of the WHO COVID-19 microplanning guidance.

General Objective of the Assignment

- The overall objective of this assignment is to produce high quality copies of a revised WHO COVID-19 Guidance document.

Specific Objective:

- To produce 50 copies of the WHO COVID-19 microplanning guidance document

The Assignment

- Produce 50 copies of the WHO COVID-19 microplanning guidance document

Expected Outputs / Deliverables

- Sample of print material base to be used presented to M-RITE for approval.
- Graphic representation of product presented to M-RITE for approval
- Presentation of product dummy for review and approval to go to print.
- Delivery of printed copies to M-RITE

Supervision:

- The agency will be supervised by the M-RITE Snr SBCC Advisor.

Schedule of Deliverables

SN	Deliverable	Due date
1	M-RITE approval of material base and graphic design/ layout for print materials	24 hours post signing of contract
2	M-RITE approval of 'dummy' and affirmation to go to print	24 hours post signing of contract
3	Printing of documents	72 hours post signing of contract

4 Delivery of printed documents

October 15th, 2023

Terms of payment

The vendor will be paid as follows:

- Upon signing the contract and submission of deliverable item 1.50%
- Upon completion of assignment and the same approved by M-RITE.50%

Selection Criteria

Submissions will be evaluated in consideration of the Evaluation Criteria as stated below:

- The offer will be evaluated by using the Best value for money approach (combined scoring method).
- Technical proposal will be evaluated on 70%, whereas the financial one will be evaluated on 30%.

Below is the breakdown of technical proposal on 100%, which will be adjusted to 70%:

Summary of Technical Proposal Evaluation Forms	Score weight
Expertise of Firm / Organization	10%
Proposed Methodology, Approach and Implementation Plan	50%
Management Structure and Key Personnel	10%
Total	70%

Financial Proposal (30%):

- To be computed as a ratio of the Proposal's offer to the lowest best price among the proposals received by M-RITE, Legal registration, Tax status etc.

Qualifications of the Agency

- Experience documenting events on behalf of development and donor agencies
- Experience working with health-oriented development partners/ agencies

Requirement / Evaluation Criteria

Bidders are expected to submit properly signed financial bid with company's letter head

paper.

- Cost
- Delivery Period
- Validity period of quote
- Warranty period
- Specification.

Application Closing Date

14th October, 2023.

Method of Application

Interested and qualified Vendors should send their Quotes and enquiries to: jsi_integratedproject_procurement@ng.jsi.com using "Printing of Project Documents for USAID M-RITE" as the subject of the mail.

Note

- Interested agencies/firms should submit to M-RITE a proposal demonstrating why they think they are the most suitable for this assignment giving an action plan on how they intend to execute this assignment.
- The Financial bids must be in NGN
- Following the requirement of the Federal Government of Nigeria, John Snow Incorporated (JSI) will deduct 5% withholding tax from the total contractual sum.
- JSI- is a Non-Governmental Organization (NGO) and is VAT exempted.
- JSI reserves the right to reject any or all bids if it fails to meet the criteria or submitted after the stipulated closing date.
- Only successful bidder(s) shall be notified and will be asked to sign a Local Purchase Order (Contract document) with John Snow Incorporated.
- Any submission made after the stipulated date will not be considered.