**REQUEST FOR PROPOSALS**

**GAVI The Vaccine Alliance**

**(074-2025-GAVI-RFP)**

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| **Request for Proposals for Technical Assistance to the Government of Nigeria in Immunisation Supply Chain and Vaccine Financing** | | |
| **RFP Opening Date: 28May 2025** |  | **RFP Closing Date: 27 June 2025** |
| **Address Technical, Financial Proposals and required documents via email to** [**procurement@gavi.org**](file:///C:/Users/mwattinger/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/ILKZ9D01/procurement@gavi.org) | | |

ANNEX 1: RFP SCOPE AND REQUIREMENTS

**Background and Introduction:**

Gavi, the Vaccine Alliance is a public-private partnership that helps vaccinate more than half the world’s children against some of the world’s deadliest diseases. The Vaccine Alliance brings together developing country and donor governments, the World Health Organization, UNICEF, the World Bank, the vaccine industry, technical agencies, civil society, the Bill & Melinda Gates Foundation and other private sector partners. View the full list of donor governments and other leading organisations that fund Gavi’s work here. Since its inception in 2000, Gavi has helped to immunise a whole generation – over 1 billion children – and prevented more than 17.3 million future deaths, helping to halve child mortality in 78 lower-income countries. Gavi also plays a key role in improving global health security by supporting health systems as well as funding global stockpiles for Ebola, cholera, meningococcal and yellow fever vaccines. After two decades of progress, Gavi is now focused on protecting the next generation, above all the zero-dose children who have not received even a single vaccine shot. The Vaccine Alliance employs innovative finance and the latest technology – from drones to biometrics – to save lives, prevent outbreaks before they can spread and help countries on the road to self-sufficiency.

Learn more at [www.gavi.org](http://www.gavi.org).

**RFP Timelines:**

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| --- | --- | --- |
| Procurement Activity | Responsible Party | Due Date |
| RFP Issue Date | Gavi | 28 May 2025 |
| Intent to Participate due | Bidder | 05 Jun. 25 |
| Final date for submitting Questions | Bidder | 05 Jun. 25 |
| Gavi Response to Questions | Gavi | 12 Jun. 25 |
| Bid submission deadline (CET) | Bidder | 27 June 2025 |
| Estimated Contract Award Date | Gavi | 01 Jul. 25 |
| Estimated Contract Start Date | Gavi | 15 Jul. 25 |

The proposed timeline set out above indicates the process Gavi intends to follow. If there are any changes to this time plan, Gavi will notify all Bidders of this in writing.

# Gavi Funded Project

Nigeria’s immunization supply chain faces persistent challenges in ensuring last mile vaccine availability including the timely and efficient delivery of vaccines to the last mile, particularly from the Local Government Area (LGA) to the health facility levels, cold chain performance, visibility of vaccine supply at the facility level, and timely release of financing for vaccine procurements.

Despite significant improvements at the national and zonal levels, stockouts, delivery delays, and cold chain breaches remain common due to logistical gaps and weak coordination mechanisms at subnational levels. With the expansion of vaccine programs and the push for equitable access to immunization services, addressing these last-mile challenges is critical for improving immunization coverage, reducing missed opportunities for vaccination, and decreasing zero doses.  Cold Chain Equipment (CCE) is an essential component of the immunization supply chain, preserving vaccine potency from national stores to the point of administration. While investments such as the CCEOP by Gavi and other partners have significantly expanded the cold chain network in Nigeria, a substantial portion of the installed equipment is now old, out of warranty, and increasingly prone to failure. Inadequate data on equipment performance, insufficient preventive maintenance practices, and fragmented repair systems have led to frequent equipment breakdowns, resulting in vaccine loss and service disruptions.

Furthermore, accurate, timely, and actionable data on vaccine availability at the last mile ensures continuous service delivery, avoids stockouts, and minimizes wastage. However, many health facilities and LGAs in Nigeria continue to face challenges in collecting, reporting, and effectively using stock data. Inadequate training, fragmented data systems, and poor visibility into stock movement at lower levels have limited program managers' ability to make informed supply allocation decisions, ultimately impacting immunization outcomes.

## Work Context

Gavi seeks Technical Assistance partners who can provide support to the National Primary Health Care Development Agency to strengthen vaccine supply chain performance from timely procurements to last mile delivery.

To strengthen last-mile distribution, the National Primary Health Care Development Agency (NPHCDA) seeks to deploy dedicated state-level technical assistance to collaborate closely with the National Logistics Working Group (NLWG), State Logistics Working Groups (SLWG), state cold chain officers (SCCOs), Local Government Area (LGA) logisticians, and implementing partners to optimize vaccine delivery routes, improve accountability, and ensure timely resolution of operational bottlenecks, providing efficient implementation of last mile delivery initiatives. The technical assistance will support the standardization and professionalization of last-mile delivery functions, ensuring vaccines consistently reach their intended destinations in a timely and safe manner.

In addition, the NPHCDA requests technical assistance to strengthen state-level capabilities for cold chain optimization and preventive maintenance of aging CCE, recognizing the need for a more resilient and sustainable cold chain system. The TA will support the development of data-driven rehabilitation plans, foster the integration of cold chain performance monitoring tools (such as RTMDs), and build capacity for budgeting, planning, and accountability in maintenance activities. These efforts align with Nigeria’s goal of enhancing immunization infrastructure and ensuring uninterrupted vaccine availability at all levels.

Furthermore, the NPHCDA seeks technical assistance to improve data visibility to strengthen analytics for vaccine supply chain decision-making at the LGA and health facility levels. This support will strengthen digital platforms like OpenLMIS and DHIS2, build data analysis and visualization capacity, and promote data-driven resupply planning. The intervention is expected to bridge the visibility gap at the last mile, empower subnational managers with better oversight tools, and contribute to a more responsive and efficient immunization supply chain.

Finally, reliable financing and timely procurement of vaccines is critical for ensuring continuity of supply. NPHCDA seeks technical assistance to strengthen the domestic resource availability for timely procurement of vaccines.

## Scope of Work

The tasks outlined in the four independent scopes of work mentioned below shall be performed for the Federal Ministry of Health through NPHCDA under the supervision of the Executive Director, NPHCDA in collaboration with Gavi Secretariat Country Team, NPCHDA Directors of Disease Control and Immunisation and Logistics and other teams.

We envision 4 distinct yet related scopes of work. Bidders should submit a technical and financial proposal for each scope of work they wish to propose. Bidders are not required to respond to all 4 scopes of work:

**1: Provide Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons to:**

* Support effective planning, coordination, and execution of last-mile vaccine distribution, thus strengthening last-mile delivery systems.
* Provide technical guidance for route optimization, cold chain monitoring during distribution, and timely documentation and reporting of delivery status.
* Support prompt troubleshooting and escalation of logistics and supply challenges to ensure seamless delivery.
* Facilitate data collection on last-mile delivery performance and generate insights for improving delivery efficiency.
* Monitor and document temperature data for vaccines and temperature-sensitive PHC products throughout the entire supply chain (from state receipt through distribution)
* Support weekly route planning and coordination with health facilities and LCCOs.
* Monitor and document cold chain integrity during transportation.
* Document stock received at health facilities and follow-up on discrepancies.
* Support monthly and quarterly review meetings with sub-national stakeholders.
* Monitor and streamline, as necessary, payments to transportation providers as critical for uninterrupted distributions.
* Support state budgeting for ongoing distribution costs.

**2. Provide Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs** **including:**

* Support States to develop or update existing cold chain inventories as well as rehabilitation, expansion and extension plans, prioritizing sites and infrastructure.
* Strengthening systems for monitoring the performance of Cold Chain Equipment (CCE), including installing data loggers and using Remote Temperature Monitoring Devices (RTMDs).
* Strengthen existing maintenance units, with deployment logistics, consumables, and spare parts
* Build state capacity to use performance data for preventive maintenance and repair decision-making.
* Reinforce budgeting and accountability mechanisms for cold chain maintenance at the State and local government levels.
* Ensure adoption of key EVM standard operating procedures (SOPs) and job aids to guide preventive maintenance practices.
* Establish mechanisms for routine data review by state and national officers such as a dashboard for standardized CCE performance tracking, map and asses of out-of-warranty CCEs, tracking and reporting of broken-down and maintenance In-warranty CCEs, Decommissioning, CCE rehabilitation, and replacement planning etc.
* Coach State Cold Chain Officers and technicians on data interpretation and planning.
* Provide technical support for integrating maintenance indicators into State workplans and budgets.
* Provide technical support to the CCDX cold chain interoperability work outlined in Scope of Work 3 from the CCE perspective.

**3. Provide technical assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making including:**

* Development and Deployment of OpenLMIS Features Extensions, RTMD-CCDX Interoperability.
* Development and Deployment of the Cold Chain Data Exchange (CCDX) System.
* Strengthen data collection, entry, and reporting at the last mile (LGA and HF levels) for improved vaccine stock visibility.
* Analyze last-mile stock data to identify trends, gaps, and actionable recommendations for resupply planning.
* Support using digital tools (e.g., OpenLMIS, DHIS2) to track vaccine utilization and reduce wastage.
* Develop dashboards and visual tools for routine decision-making by State-level and national stakeholders.
* Build the capacity of sub-national teams on data analysis, visualization, and data-driven decision-making.
* Conduct training for LGA logisticians and HF staff on data entry and reporting.
* Facilitate monthly stock review meetings using generated analytics.
* Generate insights for resupply quantification and delivery route adjustments.

**4: Provide technical assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations, including:**

* Support the FMOH and NPHCDA in efforts to expand the fiscal space for vaccines and primary health care with a focus on supply chain operations.
* Develop strategies for domestic resource mobilization to improve financing for routine immunisation - vaccine procurement and operational expenses such as vaccine distribution and CCE maintenance.
* Develop a vaccination ‘investment case’ for Nigeria
* Provide technical assistance, as needed, to NPHCDA for vaccine financing, including forecasting and budgeting
* Support the NPHCDA and FMOH to engage the Finance Ministryto ensure that domestic funds are released in full and in a timely way to meet cofinancing commitments and ensure supply continuity.
* Provide technical assistance to NPHCDA for the development and use of comprehensive dashboard that provides visibility into vaccine financing, including funds release and funds availability, to guide timely decision making for procurements.
* Establish systems for monitoring efficiency of immunization budget allocation, expenditure at national and sub-national level including BHCPF
* Strengthen the institutional capacity of NPHCDA to use modeling to guide decisions on vaccine portfolio choices with regards to cost effectiveness.

## Deliverables

The following deliverables shall be produced through the completing these tasks:

Scope of Work 1: Last Mile Delivery

* State-specific last-mile vaccine distribution plans, including routine delivery schedules developed and implemented.
* Monthly reports detailing distribution coverage, route optimization outcomes, stock received at facilities, cold chain monitoring, and temperature monitoring data.
* Weekly updated distribution route maps and delivery schedules validated by SCCOs and LCCOs.
* Integrated dashboard on OpenLMIS for tracking last-mile delivery performance indicators, including timeliness, stock received vs. planned, and cold chain status.
* Consolidated implementation report summarizing lessons learned, success stories, and operational challenges per state.
* Attendance reports and summary outcomes from monthly and quarterly state-level supply chain review meetings.

Scope of Work 2: Cold Chain Optimization and Maintenance

* State-level cold chain rehabilitation, expansion and extension plans, including prioritization of sites and timelines.
* Comprehensive plan for decommissioning obsolete/non-serviceable cold chain equipment (CCE), rehabilitating salvageable units, and replacement planning.
* Baseline assessment and inventory of out-of-warranty CCEs mapped and documented for all states.
* Maintenance and repair tracking system updated to reflect the performance status of in-warranty and out-of-warranty equipment.
* Monthly CCE performance dashboards are generated and disseminated to SCCOs and national stakeholders.
* Completed National, Zonal, and State-specific needs assessment and costed decommissioning and disposal proposal.
* SOPs and job aids for preventive maintenance were reviewed, adopted, and disseminated across states.
* Quarterly reports summarizing key findings from CCE performance data, broken equipment, and completed maintenance activities.
* Reports on state-level coaching sessions conducted for SCCOs and technicians, including training attendance and pre/post assessments.
* Maintenance budgets were developed and integrated into the state’s Annual Operational Plans (AOPs).
* Decommissioning and replacement plans finalized for non-functional CCEs, including documentation of cost implications.
* Final report summarizing preventive maintenance interventions, tracking enhancements, challenges, and policy recommendations.

Scope of Work 3: Vaccine Stock Visibility and Analytics

* Enhanced OpenLMIS System with integrated feature extensions and interoperability layer enabling real-time data exchange with RTMD and CCDX platforms.
* OpenLMIS Extensions Deployment Package, including tested configurations, API documentation, training materials, and user guides for rollout and capacity building.
* OpenLMIS System Interoperability Report summarizing data exchange mechanisms, testing outcomes, user feedback, and sustainability roadmap.
* CCDX Core System was developed and deployed with modules for equipment registry, RTMD data ingestion, and analytics.
* CCDX Pilot and Rollout Reports, including implementation results, lessons learned, and integration progress with national systems like OpenLMIS and DHIS2.
* Technical support for the deployment and management of the CCDX
* CCDX Implementation Toolkit, including technical documentation, SOPs, and training resources to support adoption and long-term management.
* Baseline assessment report of vaccine stock visibility gaps at LGA and HF levels across all supported states.
* Monthly stock data analytics reports are generated for each state, highlighting key trends, gaps, and resupply needs.
* State-level dashboards were developed to visualize stock levels, consumption, and replenishment status.
* Documentation of integration status and data flow improvements between OpenLMIS, DHIS2, and EMID platforms.
* Training reports for data entry, reporting, and visualization tools among LGA logisticians and HF focal persons.
* Standardized SOPs and user guides for digital vaccine stock tracking systems.
* Monthly meeting minutes and action trackers from stock review sessions held with LGA and state officials.
* Consolidated lessons-learned brief on barriers to stock visibility and strategies implemented to address them.
* Data-driven resupply plans are developed based on usage trends and coverage targets per state.
* Final close-out report summarizing achievements in visibility enhancement, system improvements, and sustainability recommendations.

Scope of Work 4: Domestic resource availability

* Nigeria Investment case for vaccination
* Dashboard providing visibility into vaccine financing, including funds release and funds availability, and vaccine supply needs
* Establish a CSO-led advocacy coalition with NPHCDA, FMOH, and partners to align messaging and priorities.
* Achieve measurable improvement in vaccine financing, funds release and funds availability.

## Duration of the Work

The scope of work is expected to be finalised at a maximum of 2 years, however, contracts for an initial phase of work will be expected for July – December 2025, only. Bidders should clearly specify what can be accomplished by end of 2025 and what deliverables would be accomplished from January 2026 – June 2027, pending an extension of funding.

## Location of the Work

The scope of shall be performed in Nigeria

# Bid Submission

## Preliminary Information

This section sets out the necessary preliminary information for Bidders to submit in consideration for delivering the Requirement against any resultant Contract.

## Intent to Participate, Acceptance of Confidentiality requirements and Conflict of Interest Declaration

Bidders are required to acknowledge their acceptance of the instructions and rules pertaining to this tender. Bidders are also required to provide the contract information for a representative who will be the point of contact for all matters relating to the RFP, no later than the Due Date for submission of Preliminary Information set out at Part 1 – RFP Timeline and Key Dates. Bidders are required to maintain confidentiality in all matters relating to this RFP and shall not disclose confidential information in connection with the RFP to any third party without prior written consent of Gavi.

Each Bidder must complete the Conflict-of-Interest online declaration and must immediately inform Gavi should a Conflict of Interest arise during the RFP process. A Conflict of Interest may result in the Bidder being disqualified from participating further in the RFP. This declaration must be provided to Gavi no later than the Due Date for Preliminary Information set out at ANNEX 1 – RFP Timeline and Key Dates.

The Intent to Participate and Conflict of Interest Declaration form can be accessed via the following link: [Gavi Supplier Declaration Form](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fapp.azavista.com%2Fw%2Fevent%2F66f94f88722759dc131a802f%3Fclear%3Dtrue&data=05%7C02%7Cvrugi%40gavi.org%7C68e21eb35f3447ade17808dce1728675%7C1de6d9f30daf4df6b9d65959f16f6118%7C0%7C0%7C638633129236384200%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=C8ua2%2FW0zdjUWh875VLmFtvuCnxk3RPy%2F0AamtlAePc%3D&reserved=0)

# Technical Proposal

## Technical Proposal Format

Participants are required to submit **separately:**

* **1 Technical Proposal for Scope of Work 1: Last Mile Delivery**
* **1 Technical Proposal for Scope of Work 2: Cold Chain Optimization and Maintenance**
* **1 Technical Proposal for Scope of Work 3: Vaccine Stock Visibility and Analytics**
* **1 Technical Proposal for Scope of Work 4: Domestic resource availability**

Bidders must submit their Technical proposals filling the below documents and sending it to [procurement@gavi.org](mailto:procurement@gavi.org) before the Bid submission deadline:

- **Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons**



- **Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs**



**- Technical Assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making**



**- Technical Assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations**



## Technical Proposal Evaluation

| No. | Criteria / Sub-Criteria | Sub-Weight (%) |
| --- | --- | --- |
| 1. | ***Section 1. Proposal Overview and Organizational Background*** | 10% |
| 2. | ***Section 2. (2.1, 2.2 and 2.3) Overview, Context & Methodology*** | 25% |
| 3. | ***Section 3. Team Structure*** | 10% |
| 4. | ***Section 4. Workplan, Deliverables & Timelines*** | 15% |
| 5. | ***Section 5. Coordination*** | 5% |
| 11. | **Section 6. Monitoring & Learning** | 5% |
|  | Total Weight: | 70/100 |

Minimum Technical Score: 65%

# Financial Proposal

Participants are required to submit **separately:**

* **1 Financial Proposal for Scope of Work 1: Last Mile Delivery**
* **1 Financial Proposal for Scope of Work 2: Cold Chain Optimization and Maintenance**
* **1 Financial Proposal for Scope of Work 3: Vaccine Stock Visibility and Analytics**
* **1 Financial Proposal for Scope of Work 4: Domestic resource availability**

Bidders must submit their Financial proposals filling the below document and sending it to [procurement@gavi.org](mailto:procurement@gavi.org) before the Bid submission deadline:

* **Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons**



* **Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs**



* **Technical Assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making**



* **Technical Assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations**



## Financial Proposal Evaluation

| No. | Criteria / Sub-Criteria | Sub-Weight (%) |
| --- | --- | --- |
| 1. | **Financial evaluation points** | 30% |
| a) | Points for the Financial Proposal being evaluated = [Maximum number of points for the Financial Proposal] x [Lowest price] / [Price of proposal being evaluated] |
|  | Total Weight: | 30/100 |

Bidders must submit a copy of their Proposal to Gavi by email to: [procurement@gavi.org](mailto:procurement@gavi.org)

The subject heading of the email shall be:

* **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons]**”.**
* **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs]**”**
* **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making]**”**
* **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations]**”**

Bidders may submit multiple emails (suitably annotated – e.g. Email 1 of 3) if the attached files are too large to suit a single email transmission.

Please ensure that the different Proposal elements are returned in either MS Office Format or PDF.

# Requests for Clarification

Bidders may submit requests for clarification of the solicitation documents and direct any questions regarding the RFP content or process to [procurement@gavi.org](mailto:procurement@gavi.org) using the subject line“074-2025-GAVI-RFP – Clarification - [Bidder Name]” using the below Q&A template



All questions and requests for clarification must be submitted in writing to [procurement@gavi.org](mailto:procurement@gavi.org). Direct communications with Gavi personnel are not permitted and Gavi reserves the right to disqualify Proposals that do not comply with this requirement. Questions should be submitted by the deadline set out in ANNEX 1 – RFP Timeline and Key Dates. Gavi will respond to submitted questions and share responses (anonymously) with all Bidders who have submitted their Intent to Participate, to ensure transparency and fairness. Gavi retains the right to answer questions received after the deadline, when deemed necessary and beneficial for the outcome of the RFP.

# Submission Checklist

| Document Checklist | | | | |
| --- | --- | --- | --- | --- |
|  | Cover Letter which includes:   * Name and address of the Service Provider * Name, title, telephone number, and e-mail address of the person authorized to commit the Service Provider to a contract * Name, title, telephone number, and e-mail address of the person to be contacted regarding the content of the proposal, if different from above * A signature of this letter done by a duly authorized representative of your company | | | |
|  | [Gavi Supplier Declaration Form](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fapp.azavista.com%2Fw%2Fevent%2F66f94f88722759dc131a802f%3Fclear%3Dtrue&data=05%7C02%7Cvrugi%40gavi.org%7C68e21eb35f3447ade17808dce1728675%7C1de6d9f30daf4df6b9d65959f16f6118%7C0%7C0%7C638633129236384200%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=C8ua2%2FW0zdjUWh875VLmFtvuCnxk3RPy%2F0AamtlAePc%3D&reserved=0) |  | | Financial Proposal |
|  | Technical Proposal |  | | Corporate Social Responsibility documents |
|  |  |  | Financial Stability | |

| Format Checklist | | | |
| --- | --- | --- | --- |
|  | Technical proposal separates from commercial proposal (Two-Envelope System). |  | All files are of the accepted type (PDF or MS Office applications). |
|  | Separate emails prepared with subject names:   * **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance to support last mile delivery, working closely with NLWG, SLWGs, State Cold Chain Officers (SCCOs), LGA Cold Chain Officers (LCCOs), and health facilities focal persons]**”** * **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance on Cold Chain Optimization and Maintenance for Out-of-Warranty CCEs and Tracking of In-Warranty CCEs]**”** * **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance to the NPHCDA to facilitate Last-Mile Vaccine Stock Visibility and Analytics for Decision-Making]**”** * **“074-2025-GAVI-RFP – Technical Proposal - [Bidder Name]** [Technical Assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations]**” and “074-2025-GAVI-RFP – Financial Proposal - [Bidder Name]** [Technical Assistance to the FMOH, through NPHCDA, to institutionalize sustainable mechanisms for domestic financing and release of funds for vaccines and supply chain operations]**”** | | |

# Proposed Contract and Gavi’s Terms and Conditions

The terms and conditions for the proposed Contract under 074-2025-GAVI-RFP can be found here: [Gavi Alliance General Terms and Conditions for Services Agreements.](https://www.gavi.org/sites/default/files/rfp/gavi-terms-and-conditions-for-goods-and-services-agreements.pdf)

Gavi Services Agreement can be found below:



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ANNEX 2: Rules of RFP

# Rules of Gavi RFP

## Scoring Approach

Gavi will base its initial evaluation on the Proposals submitted in response to the RFP.

In deciding which Bidders/s to shortlist Gavi will consider the results of the evaluation of each Proposal and the following additional information:

1. Each Bidder’s understanding of the Requirements, capability to fully deliver the Requirements and willingness to meet the terms and conditions of the Proposed Contract; and
2. The best value-for-money over the whole-of-life of the goods or services.

In deciding which Bidder/s, to shortlist Gavi may consider any of the following additional information:

1. The results from past performance reference checks, site visits, product testing and any other due diligence.
2. The ease of negotiations with a Bidder based on that Bidder’s feedback on the Proposed Contract (where these do not form part of the weighted criteria);
3. Any matter that materially impacts on Gavi’s trust and confidence in the Bidder; and
4. Any other relevant information that Gavi may have in its possession.

Gavi will advise Bidders if they have been shortlisted. Being shortlisted does not constitute acceptance by Gavi of the Bidder’s Proposal, or imply or create any obligation on to Gavi to enter negotiations with, or award a Contract for delivery of the Requirements to any shortlisted Bidder/s.

## Evaluation Committee

Gavi will convene an evaluation committee comprising members chosen for their relevant expertise and experience. In addition, Gavi may invite independent advisors to evaluate any Proposal, or any aspect of any Proposal.

## Evaluation Model

The evaluation model is based on the weighting under sections 3.2 and 4.1 (Evaluation Criteria).

1. Bidders will be evaluated against the Technical Evaluation criteria in section 3.2. Proposals must meet the minimum threshold defined in Section 3.2
2. Bidders passing the minimum Technical score will then be evaluated against the Financial Evaluation criteria in Section 4.1 The maximum number of financial evaluation points will be allocated to the lowest priced financial proposal. Financial Proposals from other bidders will receive points in reverse proportion according to the following formula: [Maximum number of points for the Financial Proposal] x [Lowest price] / [Price of proposal being evaluated]

## Two-Envelope System

Members of the technical evaluation committee will score each Proposal based on the weighted Technical Criteria listed in Section 3.2 Proposals will then be ranked according to their technical scores. Proposals that meet the required technical minimum shall then be progressed to the financial evaluation stage whereby different members of the tender evaluation committee shall conduct an assessment based on the weighted Financial Criteria shown below. Collectively the tender evaluation committee will then determine which Proposals to shortlist/select based on best value-for-money over the whole-of-life of the Contract.

|  |  |
| --- | --- |
|  |  |

## Gavi Clarifications

Gavi may, at any time, request any Bidder to clarify their Proposal or provide additional information about any aspect of their Proposal. Gavi is not required to request the same clarification or information from each Bidder.

Bidders must provide the clarification or additional information in the format requested. Bidders will endeavour to respond to requests in a timely manner. Gavi may take such clarification or additional information into account in evaluating the Proposal.

Where a Bidder fails to respond adequately or within a reasonable time to a request for clarification or additional information, Gavi may cease evaluating the Bidders ’s Proposal and may exclude the Proposal from the RFP process.

## Acceptance of Proposals

Proposals may be for all or part of the Requirement and may be accepted by Gavi either wholly or in part.

Gavi is under no obligation to accept the lowest priced Proposal or any Proposal and reserves the right to reject any Proposal including incomplete, conditional or proposals which do not comply with the RFP.

### Late Proposals

Bidders are responsible for submitting their Proposals on or before the RFP closing date and time in accordance with ANNEX 1 – RFP Timeline and Key Dates. Any Proposal received by Gavi later than the stipulated RFP closing date and time will not be evaluated by Gavi.

### Withdrawal

Proposals may be withdrawn at any time prior to the RFP closing date and time by written notice to the Gavi.

### Alternative Proposals

Bidders may submit alternative Proposals it they feel it may offer Gavi additional benefits whilst still complying with the RFP requirements. Gavi reserves the right to accept or reject any proposed alternative either wholly or in part.

### Validity of Proposals

Proposals submitted in response to this RFP are to remain valid for a period of no less than ninety (90) days from the RFP closing date.

## No representation or Warrantee

Gavi shall take all reasonable care to ensure that the RFP is accurate, however the Gavi gives no representation or warranty as to the accuracy or sufficiency of the contained information and that all Bidders will receive the same information. Bidders are required to read and fully understand all conditions, risks and other circumstances relating to the proposed contract prior to submitting a Proposal.

## Costs of Preparing Proposals

The issuance of this RFP in no way commits Gavi to make an award nor commits Gavi to pay any costs or expenses incurred in the preparation or submission of Proposals or quotations. Bidders are solely responsible for their own expenses, if any, in preparing and submitting a Proposal to this tender

## Confidentiality

Bidders must not, without Gavi prior written consent, disclose to any third party any of the contents of the RFP documents. Bidders must ensure that their employees, consultants and agents also are bound and comply with this condition of confidentiality.

This entire RFP and all related discussions, meetings, exchanges of information, and subsequent negotiations that may occur are confidential and are subject to the confidentiality terms and conditions of the Intent to Participate.

Gavi and Bidder will each take reasonable steps to protect Confidential Information and without limiting any confidentiality undertaking agreed between them, will not disclose Confidential Information to a third party without the other’s prior written consent. Gavi and Bidder may each disclose Confidential Information to any person who is directly involved in the RFP process on its behalf, such as officers, employees, consultants, contractors, professional advisors, evaluation panel members, partners, principals or directors, but only for the purpose of participating in the RFP.

## Ownership of documents

Ownership of contents within the successful Proposal remain the property of Gavi or its licensors. However, the selected bidder grants to Gavi a non-exclusive, non-transferable, perpetual licence to retain, use, copy and disclose information contained in the Proposal for any purpose related to the RFP process.

## Third party information

Each Bidder authorises Gavi to collect additional information, except commercially sensitive pricing information, from any relevant third party (such as a referee or a previous or existing client) and to use that information as part of its evaluation of the Bidder’s Proposal. Each Bidder is to ensure that all referees listed in support of its Proposal agree to provide a reference. To facilitate discussions between Gavi and third parties each Bidder waives any confidentiality obligations that would otherwise apply to information held by a third party, with the exception of commercially sensitive pricing information.

## Ethics

Bidders must not attempt to influence or provide any form of personal inducement, reward or benefit to any representative of Gavi in relation to the RFP. Gavi reserves the right to require additional declarations, or other evidence from a Bidder, or any other person, throughout the RFP process to ensure probity of the RFP process.

## Anti-collusion and bid rigging

Bidders must not engage in collusive, deceptive or improper conduct in the preparation of their Proposals or other submissions or in any discussions or negotiations with Gavi. Such behaviour will result in the Bidder being disqualified from participating further in the RFP process. In submitting a Proposal, the Bidder warrants that its Proposal has not been prepared in collusion with a competitor. Gavi reserves the right, at its discretion, to report suspected collusive or anticompetitive conduct by Bidders to the appropriate authority and to give that authority all relevant information including a Bidders Proposal.

## No binding legal relations

Neither the RFP, nor the RFP process, creates a process contract or any legal relationship between Gavi and any Bidder, except in respect of:

1. The Bidder’s declaration in its Proposal
2. The Proposal Validity Period
3. The Bidder’s statements, representations and/or warranties in its Proposal and in its correspondence and negotiations with Gavi

No legal relationship is formed between Gavi and any Bidder unless and until a Contract is entered into between those parties.

## Exclusion

Gavi may exclude a Bidder from participating in the RFP if Gavi has evidence of any of the following, and is considered by Gavi to be material to the RFP:

1. The Bidder has failed to provide all information requested, or in the correct format, or materially breached a term or condition of the RFP.
2. The Proposal contains a material error, omission or inaccuracy.
3. The Bidder is in bankruptcy, receivership or liquidation.
4. The Bidder has made a false declaration.
5. There is a serious performance issue in a historic or current contract delivered by the Bidder.
6. The Bidder has been convicted of a serious crime or offence.
7. There is professional misconduct or an act or omission on the part of the Respondent which adversely reflects on the integrity of the Bidder.
8. The Bidder has failed to pay taxes, duties or other levies.
9. The Bidder represents a threat to national security or the confidentiality of sensitive government information; and/or
10. The Bidder is a person or organisation designated as a terrorist by any authority.

## Gavi’s additional rights

Despite any other provision in the RFP Gavi may, on giving due notice to Bidders:

1. Amend, suspend, change the closing date or time, cancel or re-issue the RFP, or any part of the RFP without prior notice, explanation or reasoning.
2. Make any material change to the RFP (including any change to the RFP dates, Gavi’s Requirements or Evaluation and Scoring Approach). Bidders shall be given a reasonable time within which to respond to the change.
3. Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.
4. In exceptional circumstances, accept a late Proposal where it considers that it will not affect the fairness of the RFP process to other Bidders.
5. Accept or reject any non-compliant, non-conforming or alternative Proposal.
6. At its discretion does not provide a response to any question arising submitted by a bidder.
7. Waive irregularities or requirements in or during the RFP process where it considers it appropriate and reasonable to do so.
8. Select any individual element/s of the requirements that is offered in a Proposal and capable of being delivered separately.
9. Selecting two or more Bidders to deliver the requirements in the RFP.

## Governing Law

The terms of this RFP shall be interpreted and applied in accordance with their true meaning and intended effect independently of any system of national law, whether federal or state law. If a dispute or complaint is submitted to any mode of resolution and there is a need to refer to any law, the relevant Swiss law shall apply. No legal relationship is formed between Gavi and any Bidder unless a contract is entered into with a successful bidder.

## Settlement of Disputes

## Any Disputes arising out of this RFP shall be settled through a neutral mediator/conciliator in accordance with the conciliation rules adopted by the United Nations Commission of International Trade Law (UNCITRAL Conciliation Rules) presently in force, unless agreed otherwise determined by Gavi. The finding of the mediator/conciliator shall be final.

## Protests and complaints

A Bidder may, in good faith, raise with Gavi any complaint about the RFP, or the RFP process at any time by email to [procurement@gavi.org](mailto:procurement@gavi.org) using the subject line “074-2025-GAVI-RFP – Complaint – [Bidder Name]”.

Gavi will consider and respond promptly to the complaint. Both the Bidder and Gavi shall agree to act in good faith and use their best endeavours to resolve any complaint that may arise in relation to the RFP. The fact that a Bidder has raised an issue or complaint shall not to be used by Gavi to unfairly prejudice the Bidder’s ongoing participation in the RFP process or future contract opportunities.

For complaints of serious nature, please refer to the [Gavi Alliance Whistle-blower Policy](https://www.gavi.org/sites/default/files/document/gavi-alliance-whistleblower-policypdf.pdf)

## Acceptance

By submitting a Proposal, the Bidder accepts that it is bound by the Instructions and rules set out in ANNEX 2 of this RFP.