

REQUEST FOR INTEREST IN PRE-QUALIFICATION OF IPC SUPPLIERS AND COMMODITIES

Reference Number: TN 003/Jhpiego-RW/FY27

Category: Medical Supplies – IPC Supplies/Commodities and Consumables

Date of Notice: 21st August 2026

Closing Date: Wednesday, 2nd September 2026, at 11:00 AM Kigali time

Introduction

About Jhpiego

Jhpiego is an international, non-profit health organization affiliated with Johns Hopkins University. In Rwanda, Jhpiego works in partnership with the Ministry of Health and the Rwanda Biomedical Centre to strengthen health systems and improve the quality of healthcare across the country. By translating evidence-based innovations into sustainable, practical solutions, Jhpiego works to improve health outcomes and save lives, while addressing critical global health priorities, including maternal and child health, malaria, infectious disease prevention and control, cervical cancer prevention, and Global Health Security.

Jhpiego's Mission

Jhpiego enhances the health and saves the lives of women and families in limited-resource settings. For nearly four decades, we have put evidence-based health innovations into everyday practice to overcome barriers to high-quality health care services for the world's most vulnerable populations. From our origins as technical experts in reproductive, maternal, and child health, Jhpiego has grown to embrace new challenges, including MCGL, malaria, Global Health Security (GHS), and cervical cancer prevention, reflecting the increasing interconnectedness of global health.

Jhpiego's Values

At Jhpiego, we value our customers, who have our respect, responsiveness, and commitment to excellence; our staff and global network of colleagues, who bring cultural diversity, innovation, and a wealth of world experience; and our work culture, which is reflected in our team spirit, transparent communication, mutual respect, flexibility, and dedication.

Purpose of Solicitation

To accomplish its mission, Jhpiego is undertaking this supplier pre-qualification exercise for the selection of potential suppliers. The purpose of this solicitation is to:

- Invite suppliers to express interest in being pre-qualified for the supply of Infection Prevention and Control (IPC) commodities;
- Ensure transparency and competitiveness in the procurement process;
- Promote supplier partnership and extensive customer service, quality of products and services, and time savings, while achieving the most competitive prices.

Jhpiego hereby invites national bidders to submit a pre-qualification application for the supply of IPC Supplies/Commodities. The full Pre-Qualification Tender Document, including the required forms and

Annex 1 (List of Items), is attached to this invitation. Participation in this competition is open, on equal terms, to all local companies specializing in medical supplies and IPC commodities.

The Pre-Qualification Tender Document and the bidder's response thereto shall be the ONLY basis for pre-qualification as a supplier in the specified category of supplies.

Scope of pre-qualification

Jhpiego intends to pre-qualify vendors for the supply of goods and the provision of PPE, disinfectants, sterilization equipment, and other IPC-related commodities, as summarized in Annex 1 of the attached Tender Document. Supply and delivery will be requested on an “as-and-when-required” basis, over a period of one (1) year, renewable depending on vendor performance and the availability of funds.

Prospective suppliers are expected to provide items in accordance with a “Committing Price Offer,” using the form provided in Annex 1 of the Tender Document.

Instructions to Bidders

Eligibility Documents (Mandatory – to be included in the technical proposal)

Bidders shall be required to attach the mandatory documents, where applicable:

- Valid RDB Registration Certificate (with a main activity relevant to this category);
- Valid Tax Certificate
- Evidence of at least three (3) similar, relevant, and successfully good completion, together with a reference list of major clients for the period 2024–2026;
- A list of the items for which the bidder wishes to be considered (to be attached as a separate sheet, in reference to Annex 1).

General Requirements

- Documents that do not meet the mandatory requirements listed above will not be evaluated;
- Pre-qualification will be based on the Applicant meeting the minimum criteria regarding legal status, general experience, personnel, and financial position, as demonstrated in the responses provided in the attached forms;
- Applicants should have a registered office; Jhpiego reserves the right, at its discretion, to visit the physical premises from which the Applicant conducts business, to confirm its existence and capacity to deliver the goods/services offered;
- Vendors who qualify according to the selection criteria will be invited to submit quotations for the supply of goods, as and when required, subject to continuous satisfactory performance.

Submission of Pre-Qualification Documents

For the supplies applied for by each vendor, the following shall be submitted as part of the Technical Proposal:

- Letter of Application;
- Duly completed Standard Forms of Evaluation Criteria (Forms 1 to 5);
- Signed Declaration;
- List of Items (Annex 1).

Please note the following:

- The bidder must name the submitted document(s) according to the reference number of this Request for Interest;
- The bidder should have a physical address;
- Qualified bidders may be contacted to provide their prices following evaluation;

Submission Email and Deadline

All bidders must submit their signed and stamped Technical Document(s) electronically to the email address below, no later than Wednesday, 4th September 2026, at 11:00 AM Kigali time.

- Submission Email: Rwanda.Procurement@jhpiego.org

Submission Address

- To: Senior Finance and Operations Manager, Jhpiego Rwanda Country Office
- Location: Gasabo District, Kacyiru, KG 5 St Road, House No. 48
- P.O. Box: 6952, Kigali, Rwanda
- Telephone: (+250) 788 381 188

All inquiries must be submitted in writing to Rwanda.Procurement@jhpiego.org, at least two (2) business days before the submission deadline.

Important Note

Jhpiego reserves the right to accept or reject any application, to annul the pre-qualification process, and to reject all applications at any time prior to the conclusion of the process, without thereby incurring any liability to the affected bidder(s), and without any obligation to inform the affected bidder(s) of the grounds for Jhpiego's decision.

Done on 21st August 2026.

Valens Ndonkeye
Sr. Finance and Operations Manager
Jhpiego Rwanda Country Office

