

**Request for** **Expression of Interest** **(EOI)**

**for** **Provision of Medical Service Providers in Addis Abeba, Gonder, Gandewuha, and Asossa, as per the TOR**.

**REF:** **ET-EOI-001-2025**

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| **GOAL is completely against fraud, bribery and corruption.****GOAL does not ask for money for submissions.** **If you have any serious concern over wrong doing please report it at**[**www.safecall.co.uk/report**](http://www.safecall.co.uk/report)**or email** **goal@safecall.co.uk** **. All information is treated confidentially by Safecall and you may remain anonymous if you wish** |

# About GOAL

Established in 1977, GOAL is an international humanitarian and development agency committed to working with communities to achieve sustainable and innovative early response in crises and to assist them to build lasting solutions to mitigate poverty and vulnerability. For more information on GOAL and its operations please visit <https://www.goalglobal.org/>.

GOAL is a nonprofit organization that has been working in Ethiopia for 40 years, towards ensuring the poorest and most vulnerable in the country and those affected by humanitarian crises have access to basic services such as adequate shelter, food and livelihoods, water and sanitation, nutrition, healthcare, and protection. GOAL implements a range of integrated multi-sectoral development, resilience, recovery, and humanitarian response programs by being sensitive to cross-cutting issues including gender equity, social inclusion, accountably, child protection, and HIV/AIDS.

Currently, we work with pastoralists, agropastoral, pastoral dropouts, rural smallholder farmers, rural/urban youth, and street children to respond to humanitarian crises and build resilience in Ethiopia, working closely with local communities, local government, donors, and other key actors. Furthermore, GOAL’s Humanitarian Response is cantered on nutrition, WASH, livelihoods, multipurpose cash, NFIs and protection interventions, while the recovery and development focus are on livelihoods, economic opportunities, health, and nutrition systems strengthening, markets systems development and WASH with solid emphasis on integrated programming and community-based approach. Currently, GOAL Ethiopia operates programs in 9 out of the 11 administrative regions of the country, employing over 400 staff, predominantly consisting of program personnel and maintains 40 offices with annual operating budget of over 15 million euros.

# Proposed Timelines

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| --- | --- | --- |
| **Line** | **Item** | **Date, Time and Time Zone** |
| 1 | EOI published  | 13th April 2025 |
| 2 | Closing date for clarifications | 29th April 2025 |
| 3 | Closing date and time for receipt of offers | 2nd May 2025, 4:30PM East African Time |
| 4 | EOI Opening Date and time  | 5thMay 2025, 2:00PM East African Time |

# Overview of requirements

This Expression of Interest (EOI) is a technical and quality assessment to create a prequalified suppliers list for the **provision of Medical Service.** The list will be valid for maximum period of **three years.**

Prequalified suppliers will then be issued Invitation to Restricted competition (IRC) document and invited to submit offers including a financial offer at a later stage. This EOI itself is NOT a Request for Offer (RFO) or an Invitation to Tender (ITT). **No financial offers are requested or should be submitted at this stage.**

# Terms of the Procurement

## Procurement Process

### This competition is being conducted under GOAL’s Expression of Interest (EOI) procedure.

### The Contracting Authority for this procurement is GOAL.

### This procurement is funded by ECHO and the offer or any contracts or agreements that may arise from it are bound by the regulations of those donors.

## Clarifications and Query Handling

### GOAL has taken care to be as clear as possible in the language and terms it has used in compiling this EOI Where any ambiguity or confusion arises from the meaning or interpretation of any word or term used in this document or any other document relating to this EOI, the meaning and interpretation attributed to that word or term by GOAL will be final. GOAL will not accept responsibility for any misunderstanding of this document or any others relating to this EOI.

### Requests for additional information or clarifications can be made before the deadline noted in section 2 above, and no later. Any queries about this EOI should be addressed in writing to GOAL via email at clarifications@goal.ie with the reference **ET-EOI-001- 2025**. Clarifications and answers shall be collated and published online at <https://www.goalglobal.org/tenders> in a timely manner.

## Conditions of EOI Submission

### 4.3.1. Submissions must be completed in English.

### 4.3.2. Submissions must respond to all requirements set out in this EOI and complete their offer in the Response Format as outlined in Section 6.

### 4.3.3. Failure to submit offers in the required format will, in almost all circumstances, result in the rejection of the offer. Failure to resubmit a correctly formatted offer within an imposed timeframe of such a request will result in disqualification.

### 4.3.4. Vendors must disclose all relevant information to ensure that all submissions are fairly and legally evaluated. Additionally, vendors must provide details of any implications they know or believe their response will have on the successful operation of the contract or on the normal day-to-day operations with GOAL. Any attempt to withhold any information that the vendor knows to be relevant or to mislead GOAL and/or its evaluation team in any way will result in the disqualification of the offer.

### 4.3.5. Any conflicts of interest (including any family relations to GOAL staff) involving a vendor must be fully disclosed to GOAL particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the vendor.

### 4.3.6. GOAL will not be liable in respect of any costs incurred by respondents in the preparation and submission of offers or any associated work effort.

### 4.3.7. GOAL will conduct this EOI, including the evaluation of responses and final awards in accordance with the detail set out at in the Evaluation process. Offers will be opened by at least three designated officers of GOAL.

### 4.3.8. GOAL is under no obligation to accept the lowest or any offer received in response to this EOI and subsequent processes and reserves its right to reject any or all the offers(part/full) including incomplete offers without assigning reason whatsoever.

### 4.3.9. GOAL reserves the right to prequalify multiple suppliers as a result of this EOI , at its sole discretion.

### 4.3.10. The vendor shall seek written approval from GOAL before entering into any sub-contracts for the purpose of fulfilling a future contract. Full details of the proposed subcontracting company and the nature of their services shall be included in the written request for approval. Written requests for approval must be submitted to the contract focal point identified in section 4.

### 4.3.11. GOAL reserves the right to refuse any subcontractor that is proposed by the Vendor.

### 4.3.12. Information supplied by vendors will be treated as contractually binding. However, GOAL reserves the right to seek clarification or verification of any such information.

### 4.3.13. GOAL reserves the right to terminate this competition at any stage.

### 4.3.14. Unsuccessful vendors will be notified.

### 4.3.15. GOAL’s standard payment terms are by bank transfer within 30 days after satisfactory implementation and receipt of documents in order. Satisfactory implementation is decided solely by GOAL.

### 4.3.16. This document is not construed in any way as an offer to contract or an obligation on the part of GOAL to invite any offers from any vendors who have taken part in this process.

### 4.3.17. GOAL and all contracted suppliers must act in all its procurement and other activities in full compliance with donor requirements. Any contract(s) that arise from this EOI may be financed by multiple donors and those donors and/or their agents have rights of access to GOAL and/or any of its suppliers or contractors for audit purposes. These donors may also have additional regulations that it is not practical to list here. Submission of an offer under this EOI assumes Service Provider acceptance of these conditions.

### **4.3.18. Terrorism and Sanctions:** GOAL does not engage in transactions with any terrorist group or individual or entity involved with or associated with terrorism or individuals or entities that have active exclusion orders and/or sanctions against them. GOAL shall therefore not knowingly purchase supplies or services from companies that are associated in any way with terrorism and/or are the subject of any relevant international exclusion orders and/or sanctions. If you submit an offer based on this request, it shall constitute a guarantee that neither your company nor any affiliate or a subsidiary controlled by your company are associated with any known terrorist group or is/are the subject of any relevant international exclusion order and/or sanctions. A contract clause confirming this may be included in an eventual purchase order based on this request.

## Quality Control

3rd party companies may be contracted by GOAL to carry out random quality inspections of work carried out by the contracted party. The cost of the quality control inspections will be covered by GOAL.

GOAL may choose to visit vendors' premises, including sub-contractors (if any) to perform additional checks as part of the evaluation process. Vendors will be notified in advance of a visit.

## Submission method

Offers must be delivered in one or both of the following way:

1. **Electronically** to GOAL Secured email address **tenders@goal.ie** and in the subject field state:
	1. ***Provision of Medical Service as per the attached TOR\_REF: ET-EOI-001-2025***
	2. ***Name of your firm with the title of the attachment***
	3. ***Number of emails that are sent e.g. 1 of 3, 2 of 3, 3 of 3.***

**All documents attached to emails must be in PDF or scan form. Any excel or word documents must be accompanied by a PDF or scan version of the document.**

Links to share drives will not be accepted unless it is necessary due to file size. All documents submitted via links to shared drive must not be modified after the closing date and time for the receipt of offers (timestamp must clearly indicate that they haven't been modified). Documents submitted via links to a shared drive that have been modified after the closing date and time will not be accepted.

**AND/OR,**

1. **Physical submissions**- please submit in a sealed envelope marked Expression of Interest (EOI) for Provision of Medical Service Providers as per the attached TOR\_REF: ET-EoI-001-2025 with the words ‘*not be opened before the deadline* ***5th of May 2025, 2:00PM East African Time*** *by the tender committee’* to the Private Tender Box Addressed; **GOAL Ethiopia, Bole Sub City, Gurd shola, Woreda 06, H. No. New Next compound to Century** mall, P. O. Box 5504, TEL. 011-6-47-81-16/17, FAX 011-6-478118, Addis Ababa, Ethiopia.

Envelopes may be sent through postal or courier services or delivered by hand; and will be accepted during normal working hours for the country of submission. Please note that the GOAL office will not be open during weekends or public holidays.

* **Proof of sending is not proof of reception, either electronically or with post/courier/other physical service. Late delivery will result in your offer being rejected. Envelopes found open at the EOI opening will be rejected. All information provided must be perfectly legible.**

## EOI Opening Meeting

Tenders will be opened as per Section 2 Proposed Timelines above at the following location:

**GOAL Ethiopia, Bole Sub City, Gurd Shola, Werda 06, HN New, next compound to Century Mall, Head office Addis Ababa.**

One **authorised representative** of each vendor may attend the opening of the offers. Companies wishing to attend are requested to notify their intention by sending an e-mail at least 48 hours in advance to the following e-mail address: tenders@goal.ie; This notification must be signed by an authorised officer of the vendor and specify the name of the person who will attend the opening of the offers on the vendor's behalf.

Vendors are invited to attend the EOI Opening Meeting at their own cost.

# Evaluation Process

## Evaluation stages

Vendors will be considered for participation subject to the following qualification process:

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| --- | --- | --- |
| **Phase #** | **Evaluation Process Stage**  | **The basic requirements with which proposals must comply with** |
| *The first phase of evaluation of the responses will determine whether the offer has been submitted in line with the administrative instructions and meets the exclusion and essential criteria. Only those offers meeting the exclusion and essential criteria will go forward to the second phase of the evaluation- due diligence checks.* |
| 1 | **Administrative instructions** | 1. **Closing Date:**

Bids must have met the deadline stated in section 2 of these Instructions to Tenderers, or such revised deadline as may be notified to Tenderers by GOAL. Tenderers must note that GOAL is prohibited from accepting any bids after that deadline.1. **Submission Method:**

Bids must be delivered in the method specified in section 5.5 of this document. GOAL will not accept responsibility for tenders delivered by any other method. Responses delivered in any other method may be rejected.1. **Format and Structure of the Bids:**

Bids must conform to the Response Format laid out in section 7 of these Instructions to Tenderers or such revised format and structure as may be notified to Tenderers by GOAL. **Failure to comply with the prescribed format and structure may result in your response being rejected at this stage.** 1. **Confirmation of validity of your bid:**

The Tenderers must confirm that the period of validity of their bid is not less than 90 (ninety) days. |
| **2** | **Exclusion Criteria****(Pass/Fail)** | N/A |
| **3** | **Essential Criteria****(Pass/Fail)** | * Valid and renewed business license which is Compulsory Ethiopian

 Standard on medical service provision industry, * Tax requirements as per the Ethiopian Tax law requirements (VAT registration certificate, TIN registration certificate and so on
 |
| **4** | **Due Diligence Checks** | References and other checks are found to be clear, and quality is assessed.In-depth review of financial accounts and other documents submitted; supplier is judged to have requisite financial stability and legal status.Suppliers will be screened in line with Anti-Terrorism and Sanction checks.  |

# Response Format

## Introduction

All proposals must conform to the response format laid out below. Where an offer does not conform to the required format the Vendor may be requested to resubmit it in the correct format, on the understanding that the resubmission cannot contain any material change from the original. Failure to resubmit in the correct format within imposed timeframe may result in disqualification.

By responding to this EOI each vendor is required to accept the terms and conditions of this EOI and to acknowledge and confirm their acceptance by returning a signed copy with its response. Should a vendor not comply with these requirements, GOAL may, at their sole discretion, reject the response.

If the vendor wishes to supplement their Response to any section of the EOI specifications with a reference to further supporting material, this reference must be clearly identified, including section and page number.

## Submission Checklist

|  |  |  |  |
| --- | --- | --- | --- |
| **Line** | **Item** | **How to submit**  | **Tick attached**  |
| 1 | Appendix 1- Company Information  | Complete, sign, stamp and submit titled ‘Company Information’. |  |
| 2 | Appendix 2 - Technical Offer | Complete, sign, stamp and submit titled ‘Technical offer’. |  |
| 3 | Appendix 3- GOAL terms and conditions | Sign, scan, and save as ‘GOAL Terms and Conditions’ | Sign, stamp, and submit. |  |
| 4 | Appendix 4 - GOAL Supplier code of conduct | Sign, scan, and save as ‘GOAL Supplier code of Conduct’ | Sign, stamp, and submit. |  |
| 5 | Annex 1- Terms of reference | Sign, scan, and save as ‘Term of References (TOR)’ | Sign, stamp, and submit. |  |
| 6 | Renewed/Valid business registration certificate/ license. | scan and save as ‘Valid business registration certificate’ | Submit copy of Valid business registration certificate |  |
| 7 | Tax Registration certificate and /or tax clearance certificate. | scan and save as ‘Tax Registration certificate’ | Submit copy of Tax Registration certificate |  |

# Appendix 1 – Company Information

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| --- | --- |
| Company Name |  |
| Registered address of the vendor |  |
| Year Established |  |
| Please state the name of any other persons/organisations (except your company) who will benefit from this contract (GOAL compliance matter)  |  |
| Parent company |  |
| Ownership |  |
| Do you have associated companies? Tick relevant box. If YES – provide details for each company in the line below. | Yes/No |
|  |
| Associated company details (if applicable) |  |
| If successful, do you agree to work under GOAL’s Terms and Conditions of contract (attached as Appendix 4). | Yes/No | Comments/Attachments |
|  |  |
| If successful, do you agree to sign the contract as per GOAL’s contract template (attached as Appendix 5) | Yes/No | Comments/Attachments |
|  |  |
| If successful, do you agree to abide by GOAL’s Supplier code of conduct for the delivery of goods/services/works?(attached as Appendix 6) | Yes/No | Comments/Attachments |
|  |  |

Note that successful vendors will be required to submit further information as part of supplier registration process before finalisation of contract award.

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| By submitting an offer under this Expression of Interest (EOI) **ET-EOI-001-2025,** the vendor hereby asserts that the following statements are correct at the time of submission; and further undertakes to inform GOAL of any changes in status of these matters.  |
| The vendor is not bankrupt or is being wound up, neither are its affairs are being administered by the court nor has entered into an arrangement with creditors or has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulation.The vendor is not the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws and regulations.Neither the vendor, a Director or Partner, has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata nor been guilty of grave professional misconduct in the course of their business.The vendor has fulfilled all its obligations relating to the payment of taxes or social security contributions in Ireland or any other state or country in which the vendor is located or doing business. Neither the vendor, a Director or Partner has been found guilty of: fraud, money laundering, corruption; convicted of being a member of a criminal organisation; nor of serious misrepresentation in providing information to a public buying agencyThe vendor has not contrived to misrepresent its Health & Safety information, Quality Assurance information, or any other information relevant to this application.That all data subjects have specifically consented to the use and storage of their data by GOAL for the purpose of analysing the offers and awarding a contract under this tender; and further understood that the personal data may be shared internally within GOAL and externally if required by law and donor regulations; and may be stored for a period of up to 7 years from the award of contract. |

I confirm that my offer has a validity of **90** of days. *If your offer does not have this validity, please state what validity you offer.*

 I confirm that I have the authority to sign on behalf of the company that is submitting an offer.

|  |  |
| --- | --- |
| Signed: |  |
| Print name:  |  | Position: |  |
| Company Name: |  | Date: |  |
| Address: |  |

# Appendix 2 - Technical Offer

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| **No** | **Qualitative Technical Award Criteria and Detail Breakdown Scoring** | **Weighting (maximum points)** |
| **1** | **Year of Experience (business license) in provision of health care service industry**  | **35%** |
|  | 1.1. **5** and above years of experience, registered as Medical Service Provider  | 35% |
| 1.2 **3-4** years of experience, registered as Medical Service Provider  | 25% |
| 1.3 **1-2** years of experience, registered as Medical Service Provider  | 15% |
| 1.4 O years of experience,  | 0% |
| *Note: Compulsory for Ethiopian Standards, and ensure to submit legal documents, organization company profile showing branch offices, date of establishment, past performance record on similar medical services as per the TOR* |   |
| **2** | **References/Testimony letters from INGO, NGO’s, Governmental, Agencies, PLC and so on – in different types of medical services** | **25%** |
|  | 2.1.  4 & above References/Testimony letters  | 25% |
| 2.2.  3 References/Testimony letters  | 19% |
| 2.3.  2 References/Testimony letters | 13% |
| 2.4.  1 References/Testimony letters  | 6% |
| 2.5.  No evidence References/Testimony letters  | 0% |
| **Note: Please provide your evidence documents by attaching in the ‘’technical document’’** |   |
| **3** | **Delivery time (**Response capabilities for emergency medical situations and efficient administrative system) | **15%** |
|  | 3.1.  Immediate  | 15% |
| 3.2.  One to three days  | 10% |
| 3.3.  Four to Five days  | 5% |
| 3.4.  Above five days  | 0% |
| **Note: Please provide your evidence documents by attaching in the ‘’technical Proposal’’** |   |
| **4** | CV for skilled professionals (General Practitioner/Health officer/BSc Nurse/ pharmacy technician/Laboratory technician/Radiology professional and so on) | **25%** |
|  | 4.1. Five team member (s) CV demonstrates good experience in managing medical service  | 25% |
| 4.2. Four team member (s) CV demonstrates good experience in managing medical service  | 20% |
| 4.3. Three team member (s) CV demonstrates good experience in managing medical service | 15% |
| 4.4. Two team member (s) CV demonstrates good experience in managing medical service  | 10% |
| 4.5. One team member (s) CV demonstrates good experience in managing medical service | 5% |
| 4.4. No CV demonstrates experience in managing medical service  | 0% |
|   | **Total points** | **100%** |

# Appendix 3 - GOAL terms and conditions

Attached as a separate document.

# Appendix 4 - GOAL Supplier code of conduct

Attached as a separate document.

# Annex 1- Terms of reference

Attached as a separate document.