



REPUBLIC OF KENYA

MINISTRY OF HEALTH

STATE DEPARTMENT FOR PUBLIC HEALTH AND PROFESSIONAL STANDARDS

INVITATION TO TENDER- RE-ADVERTISEMENT

DATE: 15TH APRIL 2025

The Ministry of Health, State Department for Public Health and Professional Standards, Drug and Substance Abuse Control Division plans to undertake the following;

S/No	Tender No	Tender Name and Description	Closing/Opening Date	Remarks
1	MOH/SDPH&PS/RFP/012/2024-2025	Procurement of Consultancy Services for Drug Demand Reduction Campaign	25-04-2025	Quality and Cost Based Selection Method

1. The Procuring Entity now invites proposals to provide the following consulting services (here in after called "the services"): **REQUEST FOR PROPOSAL (RFP) FOR DRUG DEMAND REDUCTION CAMPAIGN**. More details on the Services are provided in Section 5 Terms of Reference.
2. Tender documents may be viewed and obtained electronically from for the ministry website www.health.go.ke or public procurement information portal; www.tenders.go.ke. free of charge. Tenderers who download the tender document must forward their particulars immediately to facilitate any further clarification or addendum. Tenderers may also obtain hard copy of the tender document from the Head of Supply Chain Management Services, Ministry of Health, State Department of Public Health and Professional Standards, Room 514, 5th floor, Afya House, upon payment of non-refundable fee of ksh.1000, payable at the cash office located in the second-floor room no.218 during normal working hours from 8.00am to 5.00pm.
3. This Request for Proposals (RFP) is open to eligible bidders.

4. If a Consultant is a Joint Venture (JV), the full name of the JV shall be used and all members, starting with the name of the lead member. Where sub-consultants have been proposed, they shall be named. The maximum number of JV members shall be specified in the DS.
5. It is not permissible to transfer this RFP to any other firm.
6. A firm will be selected under **Quality and Cost Based Selection Method** and in a format as described in this RFP, in accordance with the Public Procurement and Asset Disposal Act 2015, a copy of which is found at the following website: www.ppra.go.ke.
7. Section 1: Letter of Request for Proposals -invitation to tender
Section 2: Instructions to Consultants and Data Sheet
Section 3: Technical Proposal Standard Forms
Section 4: Financial Proposal Standard Forms
Section 5: Terms of Reference
Section 6- conditions of contract and contract forms
Section 7- General conditions of contract
Section 8-special conditions of contract
Section 9- Appendices
Section 10-Notification form
8. Details on the proposal's submission date, time and address are provided in the Data Sheet.
9. Electronic proposals **will not** be permitted and **late tenders will be rejected**.
10. The Technical Proposal and Financial proposal are to be put in different envelopes clearly marked "Technical Proposal" and "Financial Proposal" and sealed in one outer envelope. Completed Request for Proposal documents should be deposited in the **Tender Box situated** at Afya House, Nairobi, First Floor **along Cathedral Road**, or posted using the address **Principal Secretary, State Department for Public Health & Professional Standards, P. O. Box 30016- 00100, Nairobi**, so as to be received on or before **25th April, 2025 at 11.00am**.
11. Proposals will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below

The addresses referred to above are:

A. Address for obtaining further information

**Ministry of Health
State Department for Public Health & Professional Standards**

Room 514 on the 5th floor, Afya House
P.O. Box 30016-00100
NAIROBI
TEL: + 254-3310112
Email: health.procurement@health.go.ke
Website: www.health.go.ke

B. Address for Submission of Proposals:

Principal Secretary
Ministry of Health
State Department for Public Health & Professional Standards
Afya House
P.O. Box 30016-00100
Nairobi, 1st floor at the Tender Box

Bulky tenders to be delivered to the Supply Chain Management office,
Room 514 on the 5th floor, Afya House on or before 25th April, 2025.

C. Address for Opening of Proposals:

Ministry of Health
State Department for Public Health and Professional Standards
GTZ boardroom, Afya House.



PRINCIPAL SECRETARY
MINISTRY OF HEALTH
STATE DEPARTMENT FOR PUBLIC HEALTH AND
PROFESSIONAL STANDARDS