

## REQUEST FOR PROPOSAL (RFP)

Solicitation Title:	Air purifiers
RFQ Release Date:	14 September 2021
Questions Due Date:	15 September 2021
Submit Questions to:	<a href="mailto:myhanh@fhi360.org">myhanh@fhi360.org</a> with a copy to <a href="mailto:thuhuyen@fhi360.org">thuhuyen@fhi360.org</a>
Proposal Due Date:	16 September 2021
Submit Proposal to:	<a href="mailto:ProcurementVietnam@fhi360.org">ProcurementVietnam@fhi360.org</a>
Anticipated Contract Start Date:	1 October 2021
Contract End Date:	To be determined

### **Background**

FHI 360 is a non-profit human development organization dedicated to improving lives in lasting ways by advancing integrated, locally driven solutions. Our staff includes experts in health, education, nutrition, environment, economic development, civil society, gender, youth, research and technology; creating a unique mix of capabilities to address today's interrelated development challenges. FHI 360 serves more than 60 countries, all 50 U.S. states and all U.S. territories.

The **Meeting Targets and Maintaining Epidemic Control (EpiC)** is a five-year, global project funded by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) and the United States Agency for International Development (USAID). **EpiC Vietnam's goal is to deliver efficient, affordable, results-based technical assistance and direct services** while closing remaining gaps in Vietnam's efforts to meet HIV epidemic control targets and address the global COVID-19 pandemic. EpiC also has works to combat trafficking in persons in Vietnam.

We are seeking a **qualified vendor to provide air purifiers for FHI 360/Hanoi Office.**

### **Scope of Work**

The qualified vendor is expected to provide air purifiers with preferred specifications as followings:

- High performance filtration of particulate air contaminants, airborne microorganisms and ultrafine particles
- High airflow capacity (max 800m<sup>3</sup>/h)
- Low noise for office environment
- Economical, low maintenance

### **Timetable and Address for Submission**

Proposals are due no later than close of business on 16 September 2021. Required documentation listed below must be e-mailed to [ProcurementVietnam@fhi360.org](mailto:ProcurementVietnam@fhi360.org).

Any questions or requests for clarification can be submitted in writing to [myhanh@fhi360.org](mailto:myhanh@fhi360.org) with a copy to [thuhuyen@fhi360.org](mailto:thuhuyen@fhi360.org) by COB 15 September 2021. No telephone inquiries will be answered.

**Required Documentation**

The proposal must include the following items:

- A brief description of the organization, its capabilities, and its ability to provide air purifiers upon FHI 360's request.
- A list of references from organizations that benefited from a similar scope of work.
- Documentation of legal registration.
- A detailed price offer (including VAT if applicable) in Vietnam Dong (VND).

**FHI 360 Disclaimers**

- FHI 360 may perform a background check on any selected vendor.
- FHI 360 may cancel the solicitation and not award
- FHI 360 may reject any or all responses received
- Issuance of the solicitation does not constitute an award commitment by FHI 360
- FHI 360 reserves the right to disqualify any offer based on failure of the offeror to follow solicitation instructions
- FHI 360 will not compensate any offeror for responding to solicitation
- FHI 360 reserves the right to issue award based on initial evaluation of offers without further discussion
- FHI 360 may choose to award only part of the activities in the solicitation, or issue multiple awards based on the solicitation activities
- FHI 360 has the right to issue amendments to the RFQ at any time