



MEBS Global Reach
Invitation for Expression of Interest from
Third Party Logistics (3PL) Service Providers for the Distribution of Pharmaceuticals
and Ambient Commodities.

1. Introduction

MEBS Global Reach, also referred as MEBS, offers a range of in-country support and local assistance services, along with cargo transportation and logistics management, focusing primarily on emerging markets and regions affected by conflict or in post-conflict recovery, particularly in the Middle East, Asia, and Africa.

MEBS Global Reach has been awarded the Fourth Party Logistics (4PL) service provider contract for the Malaria Component of the Global Fund Grant Cycle 7 (GC7) on behalf of the Government of Nigeria (GoN) building on past efforts to enhance the public health supply chain. MEBS will manage the warehousing and distribution of malaria commodities across the 13 Global Fund-supported states. Additionally, it will support the warehousing and distribution of COVID-19 commodities and provide waste management services for Global Fund Principal Recipients in Nigeria.

Please note: This is NOT a Request for Proposals (RFP) or Request for Quotation (RFQ) but an Expression of Interest (EOI). Only organizations that qualify at this stage will be pre-qualified to advance to the RFP phase.

2. Objective

MEBS Global Reach invites Expressions of Interest (EOI) from financially sound and technically capable transportation service providers for the distribution of health commodities across the 36 states and the Federal Capital Territory. Companies without specific experience in transporting health commodities will not be disqualified if they can demonstrate the technical capacity to fulfill the scope of work, experience in logistics services, and knowledge of the relevant service areas. Selected vendors will have the opportunity to submit questions regarding the subsequent RFQ via email, and responses will be shared with all prequalified vendors.

Organizations interested to be prequalified shall submit **ALL THE REQUIRED INFORMATION** and/or documentation listed below.

3. Scope of Services

The requested services include the transportation and delivery of commodities such as pharmaceuticals, cold chain (regular and ultra cold), and ambient items (specifically insecticide-treated nets), laboratory and medical equipment and supplies, as well as other non-hazardous materials. Additionally, waste retrieval is required, involving the transport of damaged, expired, or unusable health commodities (classified as pharmaceutical and chemical wastes) from their originating locations to consolidation sites and then to waste treatment facilities for disposal. Transportation and delivery services may be required across any of the 36 states and the Federal Capital Territory. However, there are regular bimonthly last-mile distribution cycles scheduled in



thirteen (13) states (Adamawa, Delta, Gombe, Jigawa, Kaduna, Kano, Katsina, Kwara, Niger, Ogun, Osun, Taraba, and Yobe). Additionally, bimonthly inter-warehouse haulage is conducted from three (3) central warehouses in Lagos (2) and Abuja (1) to three (3) regional warehouses in Gombe, Sokoto, and Anambra, (Awka¹). Long hauls may also be conducted from the central warehouses directly to the thirteen (13) states listed above In line with national supply chain strategic plans.

Further details about the scope of transportation services are listed below:

- A. Long-Haul Transportation Services (LHD):** The long-haul delivery service involves the bulk transfer of commodities between warehouses, primarily as forward logistics. This includes the bimonthly movement of large consignments from the central warehouses to a regional or state warehouse. Occasionally, it may also entail movements between the regional and state warehouses.
- B. Last Mile Transportation Services (LMD):** These services involve transporting a relatively smaller volume of the commodities from a central/ regional/state warehouse to a health facility. Typically, these services focus on completing deliveries to multiple health facilities within a state within a specified timeframe, usually between 5 business days, and are conducted typically within working hours or such timeframes approved by the Government and Global Fund Principal Recipients. This service also allows for short-haul movements between warehouses within a single state, fitting MEBS's last-mile distribution specifications.
- C. Reverse Logistics Services (RLS):** These services will involve the reverse movement of usable or unusable commodities from a lower to a higher distribution level, such as from a health facility to a local government store or to a state/regional/central warehouse.
- D. Scheduled Waste Drive:** This service will involve the retrieval and transportation of pharmaceutical and chemical wastes from all 36 states and the Federal Capital Territory (FCT). The wastes will include damaged, expired, and unusable commodities related to malaria, HIV, TB, and COVID-19 health programmes and are to be collected by the service provider from designated locations or health facilities within each state and consolidated at designated hubs, typically the state central medical store. The waste is then long-hauled to a waste treatment facility, tentatively located in Rivers State, or to any other facility designated by MEBS.
- E. Inter-Facility Redistribution (IFR):** These services involve the transfer of any of the commodity categories mentioned above from one health facility to another, either within the same state or across different states. During forward logistics, MEBS may request the redistribution of commodities between health facilities. Such requests may necessitate minor adjustments to the route plans to facilitate this inter-facility redistribution.

4. Criteria for Prequalification

Organizations or companies interested in providing services to MEBS Global Reach must submit the documents and information listed below, which will be used for prequalifying bidders for the RFP. Failure to provide all the required documents may result in disqualification from the RFP process.

¹ The warehouse in Calabar is currently in use in place of the Awka one, as the latter is under renovation.



5. **Submission Requirements**

The separate sets of the required documentation shall be grouped and outlined under each of the subheadings **1-19** below (all document requests are to be provided):

S/N	DOCUMENTATION FOR THE REQUESTED SERVICES
1	Summary profile of organization/company. Mention the type of organization/company: nongovernmental, public voluntary, civil society, local trust, faith-based organization, university/academia, etc.; core area of specialization of the organization/company, ownership structure, contact person, office location , and any other details.
2	List of current key high-level staff and resume of staff with proven competency level to manage transportation and distribution services. Kindly include copies of their Academic/Professional qualifications.
3	Organization's/company's summary description of past performance/technical expertise and experience of at least three years with a list of company's partners and contact information (if experience is less than three years, information shall be provided for actual years of experience). Also, offerors should provide relevant past signed Purchase Orders, Letter of Awards, Valuation Certificates, Proof Of Delivery, photographs of the project or any evidence of job completion report, and references (contact details) of organizations with past history.
4	Type of service and commodity category that the Offeror has capability for (e.g. LMD-Cold chain, LMD-ITN/ambient, LMD-Pharma, LHD-Pharma, LHD-Cold chain, LHD-ITN, reverse logistics- viable commodities, and/or wastes)
5	List of states where the company/organization has an interest to perform services.
6	Detailed proof (pictures, vehicle registration numbers, etc.) of ownership or documented evidence of access to appropriate, GDP compliant vehicles suitable for the listed distribution services outlined above through an MOU with a suitable transport service provider and proof of being able to obtain such vehicles within 7calendar days upon an award.
7	Description of your company's route planning and vehicle deployment capability (provide samples of previous work route plan developed and vehicle deployment plan)
8	Provide Examples of any "track and trace" capability used in past or current logistics activities (e.g. ePOD systems, vehicle tracking functionalities, etc.)
9	Availability of an active Goods-In-Transit insurance policy or demonstration of capability to secure one within 14 days of an award (Provide copies of active policy where available). The active GIT insurance must be obtained from a reputable insurance provider and should cover the full replacement value of the commodities being transported throughout the duration of the activity. The annual insurance coverage must be no less than 100 million naira for the cargo transported each year and should encompass a wide range of health commodities as specified in this EOI.
10	Experience with transportation of cold chain items and confirmation of the company's ownership or capability to access the following: downloadable temperature monitoring devices (TMD), refrigerated and insulated vehicles or thermal shippers/cold boxes with dry ice or ice packs or any other Phase Change Materials – only for cold chain services.



11	Details of Operations Management structure related to how your operation is managed with a brief description of your continuous improvement processes, cost reduction strategies, and IT programs used to support your logistics operations.
12	Information on Quality Management Systems with Standard Operating Procedures (SOPs) for transportation and distribution services. SOPs that are relevant to the management and transportation of goods can include but are not limited to: Delivery of commodities (with a focus on pharma, non-cold & cold chain items) Distribution Security and Safety (details of understanding of handling requirements, labels/caution signs and PPEs) SOP for Vehicle Maintenance Also to provide evidence that service provider's staff have been trained on the respective procedures.
13	Proof of valid business registration in Nigeria, and relevant license with regulatory organizations for staff. Evidence of valid Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7. Evidence of valid Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December 2023.
14	The last three years audited financial statements shall be submitted
15	Evidence of financial capability to execute the project by submission of a Reference Letter from a reputable commercial bank in Nigeria
17	Firms submitting as joint venture (JVs) should include a memorandum of understanding (MOU) indicating the responsibilities and duties of the individual firms constituting the JV as well as names and skills of key staffs under each company in the JV.
18	Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars.
19	Provide the company name, email address, telephone number and point of contact of at least three references whom you have provided similar service for the last one year.

6. **Evaluation Criteria**

MEBS Global Reach will verify all claims submitted by the offerors and will only accept these claims following validation through its due diligence process. Claims that cannot be substantiated may lead to the rejection of the offeror's submission. Only those offers that are most responsive to MEBS Global Reach's requirements and the provision of adequate documentations will be prequalified for the respective services.

An offeror may be prequalified for one or more of the requested services, provided that MEBS Global Reach is satisfied with the offeror's financial and technical capabilities and competencies for those services.

Offerors with physical presence and proven experience in any state should clearly highlight this in their submissions for this EOI.



7. **Proposed Timeline:**

The stages entailed in this prequalification process are as follows:

S/N	STAGES	PROPOSED DATES
1	Issuance of EOI	November 5, 2024
2a	Deadline for submission of EOI	November 29, 2024
2b	Extended Deadline for Submission	December 11, 2024
3	Evaluation of EOI	December 12 – 20, 2024
4	Due Diligence of Prospective Offerors by MEBS Global Reach (Verification of Claims may include Physical Inspection)	December 9 – 20, 2024
5	Notification of qualification / disqualification to RFP/RFQ Stage	December 23, 2024

The RFP/RFQ will be shared with the selected organizations or companies based on the outcomes of the EOI and the due diligence conducted. Depending on MEBS Global Reach's assessment of the offerors' capacity and competencies, the range and type of RFQs sent may be limited. For example, if MEBS Global Reach determines that an offeror is only suitable for ambient commodities, that offeror may receive an RFQ solely for those services, excluding cold-chain or pharmaceutical commodities.

8. **Contact Information**

Please submit an expression of interest and all required documents by email to mebsnigeriabids@mebs-gf.com and align your response to the EOI to meet the requirements above, especially with the requested documentation.

Clarifications and Questions: Any clarifications or questions about this Expression of Interest (EOI) should be sent via email to RFQ@mebs-gf.com

Please note: This is **NOT** a request for proposals (RFP) or request for quotations (RFQ). Responses to this call for expressions of interest are not binding on MEBS GLOBAL REACH and do not obligate MEBS GLOBAL REACH to issue a solicitation, nor does it commit MEBS GLOBAL REACH to pay any cost incurred in the preparation and submission of comments. Should MEBS GLOBAL REACH issue an RFQ for services, only organizations/companies that meet the criteria outlined above and as presented in responses to this EOI will be considered.

All previously prequalified 3PL service providers need not apply for this EOI.