



## UNITED NATIONS OFFICE AT NAIROBI

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

This notice is placed by UNON. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of UNITED NATIONS OFFICE AT NAIROBI. You are therefore requested to direct all queries regarding this EOI to UNITED NATIONS OFFICE AT NAIROBI using the fax number or e-mail address provided below.

**Title of the EOI:**

Provision of Professional Physiotherapy Services at the Event & Wellness Centre, UNON Gigiri Complex, Nairobi, Kenya

**Date of this EOI:** 25 October 2024**Closing Date for Receipt of EOI:** 15 November 2024**EOI Number:** EOIUNON23193**Beneficiary Country/Territory:** Kenya**Commodity/Service category:** Health Services**Address EOI response by fax or e-mail to the Attention of:** Benson Kangangi**Fax Number:** N/A**E-mail Address:** benson.kangangi@un.org; unon-procurement-rfx@un.org**UNSPSC Code:**

85122101 - Physical therapy services

42140000 - Patient care and treatment products and supplies



## DESCRIPTION OF REQUIREMENTS

The United Nations Office at Nairobi (UNON) invites qualified interested firms to submit their Expression of Interest (EOI) to participate in the upcoming competitive bidding exercise for the provision of Professional Physiotherapy Services at the Event & Wellness Centre located at the United Nations Office at Nairobi (UNON Gigiri Complex, Nairobi, Kenya). The contract resulting from the intended tender process will have an implementation period of one year, with the possibility of extending for two additional periods of one year each (1+1+1), contingent upon the selected contractor's performance.

### Potential Clients:

The number of customers that will visit the Event & Wellness Centre will vary. The UN Complex accommodates approximately 5000 staff members daily. Although this number is high, UNON does not guarantee any number of users of the Professional Physiotherapy Services.

### Scope of the requirement:

The scope of the requirement will entail two main services:

#### (a) Sports Physiotherapy

Sports physical therapy, often known as sports therapy, is a type of physical treatment that focuses on athletes. The selected contractor's Physical Therapists shall:

- (i) Assist with injury rehabilitation, deal with injuries and physiological components of sports and exercise.
- (ii) Build ad-hoc plans based on a thorough evaluation that considers sport and movement, physiology, strengths and limitations, and injury risk.
- (iii) Create a plan that includes physiotherapy-specific treatments as well as sport-specific and position-specific workouts to help clients enhance their physical status.

#### (b) Orthopaedic Physical Therapy

Orthopedic physical therapy focuses on improving the function of the orthopedic system, which includes joints, muscles, tendons, bones, and ligaments.

Orthopedic physical therapy consists of a range of therapies, including ice, heat, electrical stimulation, laser, dry needling, water, ultrasound, etc.. The goal of those different therapies is to increase and improve strength, balance, range of motion, functional mobility, endurance, flexibility, blood flow, reduce edema, and relieve pain.

The selected contractor shall provide, but not limit its services to the below listed types of treatment modalities:

- (i) Manual therapy (Massage)
- (ii) Soft or deep tissue mobilization
- (iii) Stretches and rehabilitation exercises
- (iv) Joint mobilization
- (v) Transcutaneous electrical nerve stimulation (TENS) therapy
- (vi) Magnetic therapy
- (vii) Dry needling and acupuncture
- (viii) Kinesio taping
- (ix) Cryotherapy and heat therapy
- (x) Diathermy
- (xi) Ultrasound
- (xii) Phonophoresis
- (xii) Hydrotherapy (in the existing pool)
- (xiv) Chiropractic therapy

The selected contractor will provide personnel and all equipment, tools and products required for provision of the above services.



Additional details, specifications and scope of works shall be provided in the tender document to be issued subsequent to this EOI.

### **SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)**

#### **Pre-qualification of Vendors:**

This pre-qualification is intended to assess vendors against the pre-determined criteria listed below. Only those vendors who in the opinion of the United Nations demonstrably meet the criteria will be shortlisted to participate in the upcoming tendering exercise following the finalization of the pre-qualification process. The UN will judiciously apply these criteria to prequalify adequate number of vendors with a goal to maximize competition and serve the interest of the United Nations.

#### **1.0. Legal registration:**

Vendor shall provide Certificate of Registration/Incorporation to demonstrate that it has been in existence for more than three (3) years and it legally provide medical and related services.

Documents required from Vendors: Copies of registration/Incorporation certificates (in English or translated into English)

#### **2.0 Accreditation of Companies:**

Vendor should be accredited by the Physiotherapy Council of Kenya (PCK) or an equivalent body.

Documents required from vendors: Valid practicing licenses issued by Physiotherapy Council of Kenya (PCK) or an equivalent body.

#### **3.0 Equipment, Materials and Tools Requirements:**

Vendor should have the necessary tools, materials and equipment necessary to provide physiotherapy services.

Documents required from vendors: A list of tools, materials and equipment that the vendor will use to provide the services listed in the description of requirement setion of this document.

Vendors should submit the above requested documents via email [unon-procurement-rfx@un.org](mailto:unon-procurement-rfx@un.org) with a copy to [benson.kangangi@un.org](mailto:benson.kangangi@un.org), by the REOI closing date of 15 November 2024. Vendors should also ensure to submit their expression electronically via the link provided on page 5 of 6 of this REOI. In case of any questions, vendors should send the questions via email [unon-procurement-rfx@un.org](mailto:unon-procurement-rfx@un.org) with a copy to [benson.kangangi@un.org](mailto:benson.kangangi@un.org), by the REOI closing date of 15 November 2024.

Please note that this REOI is not an invitation for submission of tenders. Its purpose is to identify companies that would be interested and eligible to participate in the solicitation when issued.



UNON reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. Thus, submitting a reply to this Request for EOI does not automatically guarantee your company will be considered for receipt of the solicitation when issued. Vendors that are deemed qualified upon completion of an objective evaluation of their EOI submission will receive the final tender solicitation documents.

#### NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Requests for Expression Of Interest. Vendors interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>

***Vendors interested in participating in the planned solicitation process should submit the Vendor Response Form of this EOI electronically (through the link available on the next page) before the closing date set forth above.***



# VENDOR RESPONSE

## NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its **full legal** name on the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)) and that your application has been submitted to the **UN Secretariat**.
- While companies can participate in solicitations after completion of registration at Basic Level, we strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.
- Companies are reminded of the restrictions of employment of former UN personnel that were involved in the procurement process during their last three years of service as per [ST/SGB/2006/15](http://ST/SGB/2006/15), including (a) employing those personnel for one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

**PLEASE NOTE:** You should express your interest to this EOI electronically at:

<https://www.ungm.org/Public/Notice/251041>

**In case you have difficulties submitting your interest electronically, please contact [benson.kangangi@un.org](mailto:benson.kangangi@un.org); [unon-procurement-rfx@un.org](mailto:unon-procurement-rfx@un.org) directly for instructions.**



## EOI INSTRUCTIONS

### 1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace ([www.ungm.org](http://www.ungm.org)) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>.

#### **Prerequisites for Eligibility**

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
  - I. the Compendium of United Nations Security Council Sanctions Lists (<https://www.un.org/securitycouncil/content/un-sc-consolidated-list>), or
  - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

**For Registered Vendors:** Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

**For Vendors Interested in Registration:** Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

**IMPORTANT NOTICE:** Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.

### 2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to UNITED NATIONS OFFICE AT NAIROBI (UNON) by the closing date set forth in this EOI. *Due to the high volume of communications UNON is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page available at <https://www.un.org/Depts/ptd/eoi>.

