



HJF Medical Research International, Inc. Tanzania

Expression Of Interest for Servicing Office Generators (Lot 2)

Overview/Purpose

This Statement of Work outlines the procurement, provisioning, and support of HJFMRI Tanzania generator preventive services and maintenance for FY26 (1st October 2025 – 30th September 2026) period. The goal is to ensure HJFMRI is provided with generators which are in good working order throughout FY 26 for smooth business operations.

Scope of Work

The contractor shall provide and conduct generator routine preventive services and maintenance to the HJF Medical Research International (Dar Es Salaam, Mbeya office, Songwe office, Rukwa office and Katavi office for a period of twelve months from October 1st 2025 - September 30th, 2026.

Rukwa:

Make: FG WILSON

Model: P18-4

SERIAL NUMBER: FGWPEP17KD4L07464

Dar Es Salaam

Make: FG WILSON

Model: PEP 33-3

SERIAL NUMBER: FGWPEP37EJSA02824

Songwe

Make:FG WILSON

Model: P110-2

SERIAL NUMBER: FGWPEP24HDMU01003

Katavi

Make: FG WILSON

Model: PEP17

SERIAL NUMBER: FGWPEP17AD4L08667

Air conditioning services vendor must:

No.	Activity	Frequency
1	Replace engine oil	After every 3 months or 250 hours running time
2	Replace air cleaner	After every 3 months or 250 hours running time
3	Replace fuel filter	After every 3 months or 250 hours running time
4	Replace batteries	After every 3 months or 250 hours running time
5	Inspect air intake system	After every 3 months or 250 hours running time
6	Inspecting the electrical system and wiring	After every 3 months or 250 hours running time



Vendor responsibilities

- To ensure preventive maintenance is timely done to avoid damages

Key performance indicators

- HJFMRI service satisfaction
- Timely preventive services and maintenances
- Number of generator breakdowns over a period of time

Review and contract management

- Option for contract renewal or renegotiation at FY-end.

Payment terms: Net 30 days upon invoice submission

Requirements:

1. Certificate of Incorporation/Registration
2. Tax Identification Number (TIN)
3. Value Added Tax Number (VRN)
4. Active Business License
5. Current Tax Clearance Certificate
6. 3 Customers reference letters with active contacts

All EOI should be directed to tsemiono@hjfmri.or.tz and copy rbonchick@hjif.org

EOI timelines:

Deadline for Questions: September 1, 2025

Deadline for Submission: September 5, 2025

Submission of Responses

The response should be in pdf format (including three references, corporate clients, business/company registration documents, tax compliance certificates, etc.) should be addressed to Procurement via tsemiono@hjfmri.or.tz and copy rbonchick@hjif.org . The subject should read EOI for the provision of (put the lot number and description of the project as advertised).