



## SUPPLIER PREQUALIFICATION & EXPRESSION OF INTEREST (EOI)

Provision of Outsourced Services : 2026-2027

### 1. INVITATION TO APPLY

Malaica invites qualified, competent, and licensed vendors to submit applications for Supplier Prequalification and Expression of Interest (EOI) for the provision of outsourced services.

The objective of this process is to identify and shortlist reliable service providers who meet Malaica's standards for quality, compliance, patient safety, and operational excellence, and who may be invited to participate in subsequent Requests for Proposals (RFPs) or direct engagements.

### 2. ABOUT MALAICA

Malaica is a premium, OB-GYN-led maternity care provider offering truly end-to-end pregnancy support. We seamlessly combine world-class clinical expertise with compassionate, community-based care to create an environment where every woman feels heard, protected, and celebrated. Our commitment is to deliver a safe, joyful, and elevated pregnancy experience, supported by high-quality clinical and operational systems.

### 3. SERVICES UNDER PREQUALIFICATION

MLQ/01/2026 – Catering Services

MLQ/02/2026 – Cleaning Services

MLQ/03/2026 – Waste Disposal Services

MLQ/04/2026 – Security Services

MLQ/05/2026 – Laundry Services

MLQ/06/2026 – Pharmacy Operations (Outsourced Model)

### 4. SPECIAL NOTE: PHARMACY OPERATIONS (OUTSOURCED MODEL)

Malaica seeks a partner to fully manage and operate our pharmacy.

#### Scope includes:

- End-to-end pharmacy operations
- Procurement and inventory management
- Staffing of licensed pharmaceutical personnel
- Dispensing and patient counseling

- Regulatory compliance
- Stock management and reporting systems

## 5. MANDATORY STATUTORY REQUIREMENTS

- A. Certificate of Incorporation / Business Registration
- B. Valid Tax Compliance Certificate (KRA)
- C. PIN Certificate
- D. VAT Registration Certificate (where applicable)

## 6. REGULATORY LICENSES

- Relevant sector licenses
- NEMA License (Waste Disposal)
- Public Health Certificates (Cleaning & Catering)
- Food Handling Certificates (Catering)
- Security Firm License
- Pharmacy and Poisons Board License

## 7. OPERATIONAL REQUIREMENTS

- Company Profile
- 2–3 Client References
- List of similar assignments
- Service Level Agreements (if available)
- CVs of key personnel

## 8. FINANCIAL REQUIREMENTS

- Audited Financial Statements (last 2 years)
- Bank Reference Letter
- Insurance (Public Liability, WIBA, Professional Indemnity where applicable)

## 9. APPLICATION SUBMISSION DETAILS

All applications must be submitted electronically via email: [diana.meda@malaica.com](mailto:diana.meda@malaica.com)

### **Applicants are required to:**

- Submit one consolidated document per category applied for
- Compile all required documents into a single PDF document
- Clearly label each submission as:  
“EOI Application – [Category Code] – [Company Name]”

Where applying for multiple categories, a separate complete document must be submitted for each category.

### **Deadline: 30th March 2026**

Late or incomplete submissions will not be considered.

## **10. DECLARATION**

Applicants must confirm:

- Information provided is accurate
- Compliance with all laws
- Not debarred from procurement

## **11. DISCLAIMER**

Malaica reserves the right to accept or reject applications, verify information, request additional documentation, and amend or cancel the process at any stage.