Call for Proposals
Local contractual partner/firm for Biosafety Cabinet Certification and Calibration Services

1. Purpose

The purpose of this Request for Proposal is to hire a **local contractual partner/ firm** to provide professional calibration and certification services for the Biosafety cabinets located at the National Influenza Center, IGMH, in coordination with HPA and WHO. The National Influenza Center and the Influenza program is seeking support from WHO and the Pandemic Influenza Preparedness Program (PIP) to ensure this work is completed within specified time frame. The selected partner/firm will coordinate with the identified Biomedical engineering teams in addition to building capacity of Ministry of Health Biomed engineers through hands-on training to ensure this is a sustainable project.

2. Background

The National Influenza Center (NIC) at Indira Gandhi Memorial Hospital (IGMH) requires a qualified local firm or contractual partner to provide professional calibration and certification services for its biosafety cabinets (BSCs). These services are critical to ensure the safety of personnel and the environment, protect product integrity, and maintain compliance with international standards.

The purpose of this Request for Proposals (RFP) is to solicit proposals from eligible firms to perform these essential services. The selected vendor will be responsible for ensuring the BSCs are functioning optimally and meet all required safety and performance benchmarks.

3. A detailed Scope of work to be performed

The selected firm shall perform a comprehensive set of tests and services in accordance with established international standards, including but not limited to **NSF/ANSI Standard 49: Biosafety Cabinetry** and other relevant guidelines (e.g., NIH, CDC, WHO).

The services must include, to a minimum, the following field tests:

- **Inflow and Downflow Velocity Testing:** Accurately measure and document the inflow velocity at the work access opening and the downflow velocity across the work surface to ensure proper air balance and containment.

- **HEPA Filter Integrity (Leak) Testing:** Perform a thorough scan of all HEPA filters, including the exhaust and supply filters, using an aerosol photometer (e.g., with PAO aerosol challenge) to detect microscopic leaks and ensure filter integrity.
- **Airflow Visualization/Smoke Pattern Testing:** Visually verify proper airflow patterns and containment using a non-contaminating source of smoke to ensure no turbulence, dead spots, or air escaping from the cabinet's front opening or exhaust.
- **Cabinet Integrity Testing (Pressure Decay Test):** Conduct a pressure decay test on positive pressure plenums and accessible negative pressure plenums to ensure the absence of leaks in the cabinet's structure and welds.
- **Alarm System and Electrical Safety Testing:** Verify the functionality of all cabinet alarms (e.g., sash alarms, airflow alarms) and safety systems. Conduct electrical tests to ensure proper grounding and polarity.
- **Lighting and UV Light Intensity Testing:** Measure and document the intensity of the fluorescent and, if applicable, UV lights to ensure they meet specified levels for safe operation and decontamination.
- **Training and Knowledge Transfer:** The firm should propose a plan for training NIC staff on daily checks, basic maintenance and operational checks, troubleshooting, and proper daily maintenance of the BSCs to sustain their performance between certifications.
- **Basic Maintenance:** The firm should also inspect gaskets, sash, and seals for a period of 3-6 months

4. Deliverables:

The contractual partner shall deliver the following tangible outputs:

- A detailed, itemized **Service Report** for each cabinet, clearly stating the results of each test performed.
- A formal **Calibration and Certification Certificate** for each cabinet that successfully passes all tests. This certificate must be signed by an authorized and certified technician and issued by a center or firm that is accredited by a recognized international body, such as the National Accreditation Board for Testing and Calibration Laboratories (NABL) or an equivalent.
- A new **Certification Label** affixed to each cabinet, clearly indicating the date of certification, the date of next service, and the technician's signature.
- A **Summary Report** that compiles all findings, lists any failures or deficiencies, and provides recommendations for corrective action.
- Proof of the technician's **NSF-49 accreditation** and/or other relevant certifications.
- **Training Materials:** A summary of the training provided, including a list of trained personnel and any handouts or guides used. Certificates for the newly trained engineers to enable them to certify the cabinets post training
- **Maintenance log templates** for the NIC and Ministry to use.
-

Maldives

5. Key Requirements and Considerations

- The contractual partner must coordinate closely with the National Program Staff at IGMH, HPA, MoH, WHO Country Office, and other identified relevant stakeholders throughout the process.
- Strict adherence to agreed-upon timelines for all deliverables and activities is mandatory.

6.Proposal submission requirements

Proposal Submission requirement.

Proposals must be submitted in English and include the following sections:

1. **Company Profile:** A brief overview of the firm, including legal name, address, contact details, and a brief history of operations in the Maldives.
2. **Technician Qualifications:** The name(s) and relevant certifications (e.g., NSF-49) of the technician(s) who will perform the work. Include proof of accreditation for the certifying firm or center from a recognized international body (e.g., NABL).
3. **Relevant Experience:** A list of at least two (2) similar projects performed for other clients, particularly in the medical or research sector. Include client names, contact details, and a brief description of the work performed.
4. **Technical Proposal:** A detailed description of the proposed methodology for performing the calibration and certification services, including the standards and protocols that will be followed. This should also include the proposed training plan.
5. **Financial Proposal:** A comprehensive and itemized cost breakdown for all services and deliverables as per the table below:

S. No.	Item Description	Unit	Quantity	Unit Price	Total Price	Remarks
1	Calibration and certification					
2	Training Material (if applicable)					
3	Issuance of calibration/certification report					
4	Others (please specify)					
	Grand Total				**0**	

Language Requirements:

- Fluency in both English and Dhivehi is mandatory.

Qualifications of the Firm

- Accredited by a recognized body (e.g., ISO 17025, NABL, or equivalent).
- Certified technicians with NSF/ANSI 49 accreditation and ≥3 years' experience.

Maldives

- Prior work with reference or national laboratories is desirable.

7. Timeline

- **Duration of contract:** 3 months
- **Proposal Submission Deadline:** September 29, 2025

8. Application/ Submission Details

Interested local contractual partner/ firm are requested to submit company profiles, proposal for the project along with a budget breakdown to semavprocurement@who.int by 29 September 2025.

Note: Given the breadth of countries and tasks to be covered, these TORs are for a call for proposals that can identify an institution able to provide a range of services and experts). Based on a review of the proposals received, WHO reserves the right to subsequently enter to a contract with the selected contractual partner for the objective, in ways that optimize the technical skill set and capacities of the applicants. WHO will facilitate connection/coordination amongst selected contractor/contractors.