



## **Request for Quotation (RFQ)**

### **Provision of Medical Supplies and Equipment to support three mobile clinics in Medani- Jazzera State**

**RFQ Number: UNFPA/GZ/ PR1013400**

**Project: UNFPA**

**From: Near East Foundation**

**Address: Hantoob, Mednai Locality -Jazzera State**

**Date: December, 2023**

#### **Summary:**

The Near East Foundation (NEF) / Sudan office is seeking qualified offers for the above-mentioned supply. Individual/Firm/Institution is kindly invited to submit your best and final Bids for the requested items. Your bid could form the basis for a contract between your Individual/Firm/Institution and the Near East Foundation.

To enable you to submit the bid, please find enclosed:

1. Annex I: TOR Terms of Reference containing a description of NEF requirements for which these services are being sought;
2. Annex II: BOQ and location. **(THREE LOTS)**
3. Annex III: bid Submission Form, to be completed and returned with your bid

This letter is not to be construed in any way as an offer to contract with you as Individual/Firm/Institution.

#### **Manner of Submission**

1. Your bid shall be prepared in the English language.
2. Your bid shall comprise the following documents:
  - a. **A copy of this RFQ, printed, signed, dated, and stamped.**
  - b. **Total price including, if applicable, delivery cost and/or tax (e.g. VAT)**



- c. **Bid submission form.**
  - d. **Company profile including past performance with similar works completed inside Sudan, certified by end users.**
  - e. **Copy of your registrations(s) (Ministry of health or medical council). Department of Pharmacy and Toxicology at State Ministry of Health and the Medical Council for permanent registration for Medical cadres**
  - f. **Detailed specifications**
  - g. **Provide more than one options if available.**
  - h. **Provide validity of the bid and warranty (if applicable) .**
  - i. **Place of manufacture and country of origin for goods.**
  - j. **Delivery and installation date**
3. **You are restricted to quote in SDG only.**
4. Your bid shall be prepared in PDF format fully signed and stamped, the bid shall be sent via Email to [procurementsudan@neareast.org](mailto:procurementsudan@neareast.org) before the set deadline.
- Subject Line: **Provision of Medical Supplies and Equipment to support three mobile clinics in Medani Locality- Jazzera State**
5. **In the body of the email please indicate your company's official name and full address.**
  6. All pages of the bid must be signed by the duly authorized manager and stamped with the business stamp.
  7. Bid must be received by NEF at the above email address on or before **19<sup>th</sup> December 2023, 11:59 PM Sudan time**. Any bid received after this date may be rejected. NEF may, at its discretion, extend the deadline for the submission of bids, by notifying all prospective proposers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by NEF at its own initiative or in response to a clarification requested by a prospective proposer.
  8. You are requested to hold your bid valid for **30 days** from the deadline for submission. NEF will make its best effort to select Individual/firm/institution within this period.
  9. The contract will be fixed price contract covering all works related to the delivery of and installation of equipment in the set locations.
  10. **The date of expiry for drugs MUST not be less than one year**



11. **All drugs MUST be registered in Sudan**
12. Please note that the cost of preparing a bid and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment.
13. Any requests for clarification should be referred to the email address set above in writing and before the deadline to submit bids. Any written reply to a particular question may be copied to all other invited firms/institutions, at the discretion of NEF.
14. Near East Foundation is not committed to award based on the lowest bids.
15. All suppliers doing business with NEF should maintain high standards on ethical issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. NEF reserves the right to reject quotations provided by suppliers not meeting these standards. Vendors doing business with NEF will be screened on anti-corruption due diligence before confirming an order or contract.
16. This document consists of **THREE LOTS**

### Selection Process

#### Proposed Schedule

<b>13/12/23</b>	RFP issued
<b>16/12/23</b>	Questions concerning RFP and project emailed to <a href="mailto:procurementsudan@neareast.org">procurementsudan@neareast.org</a> <b>no later than 5:00pm CAT.</b>
<b>17/12/23</b>	Answers to questions will be made available to all offerors.
<b>19/12/23</b>	<b>Proposals are due no later than [TBD]. <i>Late submissions may not be accepted.</i></b>
<b>26/12/23</b>	Notification to selected offeror
<b>30/12/23</b>	Estimated project commencement date

The NEF Selection Committee will review all proposals received on time using the selection criteria established in this RFP based on the best value offered to NEF. The Selection Committee reserves the right to reject any or all proposals, in whole or in part, to award multiple contracts, and/or to enter into negotiations with any party, in the best interests of NEF. NEF may cancel this RFP at any time prior to contract award.

*Selection Criteria*

Bids will be evaluated as follows:

<b>Evaluation criteria</b>	<b>Corresponding Submission Requirement</b>	<b>Weight</b>
Valid Registration certificates	All Valid certificates related to Medical Supplies	35%
Specific Expertise	Past Experiences	10%
Timeframe of Implementation	Detailed timeframe of number of days required to deliver the items to the set locations	25%
Total Cost	Detailed cost proposal	30%



## ANNEX I: TERMS OF REFERENCES

### A. Purpose and Scope of Assignment

The Near East Foundation Sudan office is seeking qualified bidder to complete **Provision of Medical Supplies and Equipment to support three mobile clinics in Jazzera State**. NEF desires to enter into a firm fixed price contract for installation, with the scope outlined in the attached BOQ and the list of locations. Any change to the scope/ cost or time of completion should be in writing and after both parties review the reason for the change and the impact on the above factors and additional works must not start before final approvals by both parties in writing on the proposed changes.

**B.** The contractor shall complete all the works, clear and clean the site of any debris, conduct all required tests within the period of performance of the contract, any delay that is not under an approved change order by both parties will subject the contractor to delay penalties (1% of the contract value per day up to 15 days after which NEF has the right to terminate the contract).

### C. Service Standards

The Contractor shall provide all original materials and spare parts from the manufacturing company, complete the work, conduct the tests under supervision from NEF point of contact in the field, and submit a formal notification of completion to initiate the final inspection / approval stage. NEF will pay only for completed and inspected works after completion and based on the report from NEF supervising staff.

### D. Quality Control for the Services

The Contractor shall establish and operate to monitor on a regular and continual basis the quality of works provided to NEF, the contractor must share and implement its own quality control process with the supervising NEF staff.

NEF reserves the right to conduct its own quality control inspection any time during the contract period.

The Contractor warrants that all personnel assigned to handle NEF works shall have a strong experience and the capacity to complete the works at the highest quality possible.

NEF will coordinate regular monitoring of the work jointly with MoH who will be part of the final inspection and acceptance of the work.



## E. Scope of work:

## ANNEX II: Medical Supplies BOQ

**Bill of quantity for Provision of Medical Supplies and Equipment to support  
three mobile clinics in Medani- Jazzera State**

**LOT 1: SUPPLY OF MEDICAL DRUGS**

#	Specifications	Shape /form	Origin	Packing Unit	Quantity	Price SDG	Total SDG
1	Acetylsalicylic acid 300 mg	strips		1000	600		
2	Amoxycillin 125 mg/5 ml pad for suspension, 100 ml	bottle		40	600		
3	Amoxycillin 250mg /5ml,pwd for suspension 100ml	bottle		40	900		
4	Amoxycillin 500 mg	strips		1,000	1200		
5	Amoxycillin 250 mg (SOP852)	cap		1000	300		
6	Coartem 20/120	strips		6	1500		
7	Coartem 80/480	strips		6	1500		
8	Azithromycin 250 mg,blister	strips		6	300		
9	benzyl benzoate 25 % application, 1 liter	bottle		1	600		
10	Benzylpenicillin sodium 1M.I.U	vials		100	300		
11	Benzathine penicillin 1.2 min.powder for inj	vials		100	300		
12	Calamine lotion.500ml	bottle		1	150		
13	Ceftriaxone 1 g,powder for injection	vials		10	300		



14	Ciprofloxacin 250 mg,blister	strips		100	600		
15	Ciprofloxacin 500 mg	strips		100	600		
16	Chlorhexidine gluconate 5% solution 1liter	bottle		1	450		
17	Co-trimoxazole 200mg+40mg/5ml,oral susp,100ml	bottle		100	400		
18	Co-trimoxazole 400mg+80mg	strips		1000	300		
19	Dextrose 5% in water, 500ml	bottle		20	380		
20	Doxycycline 100mg (as hyclate)	strips		1000	600		
21	Erythromycin estolate 125mg 5ml powder for susp, 100 ml	bottle		250	400		
22	Erythromycin 250 mg (as stearate)	strips		1000	600		
23	Ferrous fumarate 100 mg/5ml oral susp,50 ml	bottle		25	100		
24	Ferrous sulphate 200 mg / folic acid 0.4mg	strips		1000	250		
25	Folic acid 5 mg	strips		1,000	250		
26	Griseofulvin 125mg	strips		1000	350		
27	Hartmanns solution ( Ringers lactate) intravenous infusion, 500 ml (nipple head)	btl		1	380		
28	Ibuprofen 200mg,flilm coated	strips		1000	300		
29	ibuprofen 400mg,flilm coated	strips		500	300		



30	Mebendazole 125mg/5ml oral suspension,30ml	bottle		1	300		
31	Metronidazole 125 mg/5ml pwd for susp,100ml	bottle		250	400		
32	Metronidazole 250 mg	strips		1000	760		
33	Miconazole 2% cream,30g	tubes		10	300		
34	Multivitamine coated	srtips		1000	400		
35	Nystatin 100.000iu,vaginal	strips		100	320		
36	paracetamol 120 mg/5 ml solution,60ml, 100 ml	bottle		140	450		
37	Paracetamol 500 mg	strips		1000	400		
38	Ringer lactate (Hartmann solution), 500 ml	bottle		20	600		
39	Procaine penicillin 3M I.U powder for inj	vials		50	400		
40	Sodium chloride 0.9 %, 500 ml	bottle		20	300		
41	Tetracycline HCl 1% eyeointment, 5 g	tubes		50	300		
42	Clotrimazole 1% cream, 20 g	tubes		10	100		
43	Clotrimazole vaginal pessaries 500 mg	tabs		10	100		
44	Diclofenac sodium 25 mg, enteric coated	tabs		1000	600		
45	Diclofenac sodium 75 mg/3 ml, for injection	amps		100	400		
46	Nystatin 100.000 iu/ml oral suspension, 30 ml	bottle		1	100		





47	Tetracycline HCl 3% skin ointment, 15 g	tubes		10	100		
48	Amoxicillin+calvulanic acid 125+31.25 mg/5ml	susp		1	400		
49	Salbutamol 2mg	bottle		25	300		
50	Metronidazole vaginal peassaries 500 mg	strips		1000	300		
51	Nystatin drop	bottle		100	300		
52	Hydrocortisone inj 200mg	vials		50	200		
53	Hydrocortisone	ointe ment		10	150		
54	Ceftriaxone 350 mg inj	vials		10	100		
55	Dextrose with saline	bottle		10	300		
56	Co-trimoxazole 120 mg tab	strips		100	300		
57	Metronidazole infusion	bottle		1	400		
58	Zinc dispersible 20 mg(zinc sulphate)blister	bottle		1	250		
59	Acetylsalicylic acid 100mg	strips		1000	590		
60	Gentamycine eye drop	bottle		25	300		
61	Multivitamine syrup	bottle		1	300		
62	Salbutamol inhaler	bottle		1	200		
63	Gentamicin inj 80 mg	Amp		1	100		
64	Cefixime tabs 400 mg	strips		10	450		
65	Praziquantel tabs 600 mg	tabs		1000	9000		
66	Prdensilone tabs 5 mg	strips		1000	590		
67	Promethasine tas 25 mg	strips		1000	300		
68	Hyoscine 10 mg tab	strips		6	400		



69	Silver Sulfadiazine 50 mg	tub		50	150		
70	ORS (oral rehydration salt) powder for dilution	Box		100	160		
Delivery Cost ( <b>Medani Locality</b> )							
Grand Total							



**LOT 2: SUPPLY OF MEDICAL CONSUMABLES AND DEVICES**

#	Specifications	Origin	Packing Unit	Quantity	Price SDG	Total SDG
1	Nedil 1.5		PCs	870		
2	Plaster		PCs	300		
3	infusing set		PCs	1490		
4	Digital Thermometer, clinical, digital, 32-43 Celsius		PCs	8		
5	Tongue Depressor		Box	17		
6	Povidone Iodine 200 ml		PCs	12		
7	Gauze compresses 10 x 10cm, 12 ply, non sterile		roll	18		
8	Gauze compresses 10x10cm, 12 ply, sterile per 1pce		roll	18		
9	Cotton		roll	9		
10	Pharmacy bags for drugs		reem	30		
11	Bandage 10 cm		PCs	145		
12	Sanquad 1 liter		PCs	150		
13	Fac mask		Box	12		
14	Sphygmomanometer		PCs	6		
15	Stethoscope		PCs	5		
16	Urinalysis ruing test		PCs	150		
17	Water for injection 5 ml		Amble	650		
18	Water for injection 10 ml and 5ml		Amble	650		



19	Syringe ,hypodermic ,luer ,2-part 2ml sterile ,disposable		PCs	700		
20	Syringe luer 5ml ,with by packed needle 21Gx1.5		PCs	700		
21	Syringe ,hypodermic ,luer ,3-part 5ml sterile ,disposable		PCs	700		
22	Examination gloves, latex, pre-powder., disp., small		Box	9		
23	Examination gloves latex,pre-powd,disp,medium		Box	9		
24	Lancet		Box	30		
25	Yellow chepis		Box	6		
26	Safety box		Box	9		
Delivery Cost ( <b>Medani Locality</b> )						
Grand Total						



**LOT 3: SUPPLY OF LABORTORY SUPPLIES AND MATERIALS**

#	Specifications	Origin	Packing Unit	Quantity	Price SDG	Total SDG
1	Malaria Para (check (RDT)		pcs	10		
2	Lab Coats		pcs	18		
3	Urine test strips- URISTIX-2 tests		pcs	12		
4	Urine test strip- MULTISTIX- Multi test		pcs	12		
5	Pregnancy test strips HCG TEST		Box	14		
6	Syphilis Test		Box	18		
7	Glass slide 76 X 26		Box	30		
8	COVER SLIP 22 x 22 mm		pcs	30		
9	SPECIMEN CUPS FOR URINE		pcs	10		
10	LANCET STERILE		Box	8		
Delivery Cost ( <b>Medani Locality</b> )						
Grand Total						



**ANNEX III: BID SUBMISSION FORM**

**Ref: UNFPA/KHT/ PR1013400 - Provision of Medical Supplies and Equipment to support three mobile clinics in Jazzera State**

TO: Near East Foundation

Dear Sir/Madam:

Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply the required services for the sum as may be ascertained in accordance with the Price Component attached herewith and made part of this bid.

We undertake, if our bid is accepted, to commence and complete delivery of all items in the contract within the time frame stipulated. We understand that you are not bound to accept any bid you may receive and that a binding contract would result only after final bid analysis are concluded.

**Priced BOQ:**

(Insert your detailed BOQ based on the design proposed and the location of work).

**Turnaround Time**

\_\_\_\_\_ Days after signing the contract by both parties.

Dated \_\_\_\_\_

Signature \_\_\_\_\_

Validity of the offer: \_\_\_\_\_ Days

Duly authorized to sign bid for and on behalf of:



### Contractor Information

Information about the company/ business

معلومات عن الشركة / النشاط التجاري

	<b>Name of the company/ organization/ service provider as mention in the registration documents</b>
	<b>Address (road, city, state, country)</b>

Please attach: A copy of the registration papers (Key individuals Information: like the general manager, finance manager, board of directors (in case of more than one key individual exist, then each one of them should fill the form separately).

	<b>Name in English as in the ID or Passport</b>
	<b>Place of birth: Country / City</b>
	<b>Date of birth</b>
	<b>Nationality of the person</b>

Please attach a copy of Personal ID or the Passport