

## REQUEST FOR PROPOSAL

### Establishment of Long Term Agreements for Provision of Medical and Laboratory Equipment and Supplies

Ref – GPU-03-2017

#### Questions and Answers

(as of 21 March 2017)

No.	Proposer's Questions	UNDP's Response
1	<p>1. In the BDS, cross ref. to instructions C.15.1, you request "<i>Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past 3 years</i>".</p> <p>In the Section 7 – Company Profile – j) Financial information, you request "<i>This section must be supported by the most recent Credit Rating report (D&amp;B, S&amp;P, Moody's or similar), Audited Financial Statement Reports for 2009-2011 and sales reports.</i>"</p> <p>Taking into consideration the above mentioned requests,</p> <p>a) <b>Please state what is the period of reference for the 2 requirements above: 2009-2011 or 2013-2015?</b></p> <p>b) <b>Taking into consideration that in our country there are no requests regarding the audit of financial statements report, please state if you accept these reports without audit.</b></p>	<p>Kindly refer to the RFP Data Sheet point 26. The Proposer is requested to submit the <b>latest past 3 years audited</b> financial statement.</p>
2	<p>2. Regarding the requested Credit Rating report, please specify if you accept a report issued by COFACE or UNICREDIT BANK.</p>	<p>The Proposer is requested submit the Credit Rating report from D&amp;B, S&amp;P, Moody or <b>similar</b>.</p>
3	<p>In the Section 7 – Company Profile – i) Evidence of Supplier Related Experience &amp; Relevant Example, you request that "<i>The evidence shall demonstrate minimum 3 years of international experience</i>". Being that we do not have relevant international experience but we have trained personnel that were implicated in this kind of projects but with their former employer, please state if you accept that the experience to be demonstrated with contracts with similar complexity and value, either international or national.</p>	<p>The Proposers are advised to provide the information outlined in the Section 7 of the RFP document. And for detail about the technical evaluation criteria, please refer to page 41 of the RFP document.</p>
4	<p>Where are the destination?</p>	<p>UNDP/PSU currently provides procurement support services by facilitating and managing logistics and deliveries of the goods to 30+ UNDP country offices. You can find detail about our supporting countries from the Annex 6 – Historic Data (page 2) where we uploaded it on the UNDP Procurement Notice at <a href="http://procurement-notices.undp.org/view_notice.cfm?notice_id=36172">http://procurement-notices.undp.org/view_notice.cfm?notice_id=36172</a> and UN Global Marketplace at <a href="https://www.ungm.org/Public/Notice/54807">https://www.ungm.org/Public/Notice/54807</a></p>
5	<p>Is it allowed to submit partial offers?</p>	<p>No, partial offer is not accepted</p>
6	<p><b>Item 24- Bench-top autoclave - Small-medium, Front-loading</b> The required volume of 25-150 liters is too wide of a range. We'd kindly ask you to</p>	<p>Please quote the "75L"</p>

	narrow down the required volume range, as too many autoclave models from the same manufacturer/s would cover it. Please also keep in mind that this would put suppliers that offer a 25 liter model at a unfair price advantage compared to the ones that would choose to offer a 150 liter model.	
7	<b>Item 28 - Adjustable pipette</b> Please indicate, if this should be a single, 8, or 12-channel pipette.	Please quote the "8 Channel"
8	<b>Item 67 - N95 Mask</b> N95 is an U.S. standard. The equivalent standard in E.U. is FFP2, which we offered for many UNDP requests in the past and was always accepted. Please keep in mind that it's usually not possible / allowed for E.U. Suppliers to import and sell N95 Masks. We'd kindly ask you to confirm that FFP2 masks are allowed to be quoted by E.U. Suppliers for this LTA-Request.	Yes, the equivalent standard is acceptable.
9	<b>Section 2 - Data sheet - #26 / C.15.1 - Quality and conformity certificates</b> We'd kindly ask you to inform us, if we need to print out all certificates, product brochures, etc. for all offered items and send them in hardcopy to UNDP, as this is not clear due to the following comment: <i>(These certificates may be provided either along with the submission of the RFP or on request from UNDP/PSO after submission deadline)</i> . Please keep in mind that this could mean we have to print out around 1000 pages or more, so we'd recommend that this should only be provided in softcopy form on an USB Stick, if possible, in order to save time, costs and for environmental reasons.	The Proposer has choice to submit the relevant Quality and conformity certificates and product documentation (e.g. brochures) either in hardcopy or softcopy.
10	In 2013 for this project the contracts were awarded directly with the suppliers. Is it anticipated that contract awards will be directly with suppliers once again?	We follow the same process as 2013 tender.
11	<b>For Item 50</b> (see attached photo for reference), can you please confirm if stainless steel AISI 410 material is acceptable ?  	We accept any brands that offered specifications meet the required specifications. The material AISI Types of Stainless and grades that is equivalent to our requirement of types of stainless steel 18/10 is acceptable.
12	<b>Item 71 - Hep C test</b> The requirement of a minimum shelf-life of 18 months remaining when arriving in the country is very restrictive. The usual max. shelf-life for such kits is around 12 months, but please keep in mind that, after manufacturing is finished, various testing, quality controls, etc. must be done before a lot of such a kit can be released by the manufacturer and, if we add usualy delivery time on top of that, the end-users will get an item with around 8 months shelf-life left. We'd kindly ask you to check, if it's possible to lower the minimum shelf-life requirement to around 8 months, as the current description is not generic and doesn't reflect a realistic shelf-life for such a kit.	The products supplied shall have a minimum remaining shelf-life of at least 18 months <b>or</b> 85% of their total maximum shelf life at the time of FCA delivery.

13	<p><b>Item 72 - Hep B surface antigen</b></p> <p>The requirement of a minimum shelf-life of 18 months remaining when arriving in the country is very restrictive. The usual max. shelf-life for such kits is around 12 months, but please keep in mind that, after manufacturing is finished, various testing, quality controls, etc. must be done before a lot of such a kit can be released by the manufacturer and, if we add usually delivery time on top of that, the end-users will get an item with around 8 months shelf-life left. We'd kindly ask you to check, if it's possible to lower the minimum shelf-life requirement to around 8 months, as the current description is not generic and doesn't reflect a realistic shelf-life for such a kit.</p>	<p>The products supplied shall have a minimum remaining shelf-life of at least 18 months <b>or</b> 85% of their total maximum shelf life at the time of FCA delivery.</p>
14	<p><b>1. REQUIREMENTS TO THE PRODUCTS - 1.2. Compliance with the technical specifications</b></p> <p>Technical manuals are mentioned as a requirement for this LTA Tender. Please advise, if technical manuals, for the items which are considered instruments, are required at this stage. This was not required for past LTA Tenders by UNDP, as product brochures were always sufficient to check technical compliance. There's also two columns in annex 2 - list of items to fill out regarding the compliance with technical specifications and indications of deviations from the technical specifications, so we'd recommend just sending product brochures and filling out the related columns in annex 2, as technical manuals, which are usually quite long (around 50-100 pages), would cause more confusion than clarity.</p>	<p>It is fine to submit only product brochures. However, the Proposer is strongly advised to detail offered specifications of the items in the Column "Technical Specification of the offered item".</p>
15	<p>Would it be possible to obtain a Microsoft Word version of the Request for Proposal document in order to use the exact templates provided in our proposal submission</p>	<p>The Microsoft Word version of the RFP document can be now downloaded from the UNDP Procurement Notice at <a href="http://procurement-notices.undp.org/view_notice.cfm?notice_id=36172">http://procurement-notices.undp.org/view_notice.cfm?notice_id=36172</a> and UN Global Marketplace at <a href="https://www.ungm.org/Public/Notice/54807">https://www.ungm.org/Public/Notice/54807</a></p>