REQUEST FOR QUOTATION (RFQ)

RFQ Reference: **839-2021-UNDP-UKR-RFQ-SCR**	Date: 12 January 2022

SECTION 1: REQUEST FOR QUOTATION (RFQ)
UNDP kindly requests your quotation to **procurement of equipment for the provision of medical services using telemedicine for rural communities (30 items)- 2 for Kherson region, 14 for Ivano-Frankivsk region and 14 for Zakarpattya region** as detailed in Annex 1 of this RFQ.
This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Specification

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: DocuSigned by: 5866F218C2264C1...

Name: **Ms. Agnes Kochan**

Title: **Operations Manager UNDP**

Date: **12 January 2022**

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SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ. UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.
Deadline for the Submission of Quotation	**23:59 (Kyiv time), January 26, 2022** If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.
Method of Submission	Quotations must be submitted as follows: ☐ E-tendering ☒ Dedicated Email Address ☐ Courier / Hand delivery ☐ Other Click or tap here to enter text. Bid submission address: **tenders.ua@undp.org** ▪ File Format**: .ZIP, .PDF** ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: **20 MB** ▪ Mandatory subject of email: **839-2021-UNDP-UKR-RFQ-SCR** ▪ Multiple emails must be clearly identified by indicating in the subject line "email no. X of Y", and the final "email no. Y of Y. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging email receipt.
Cost of preparation of quotation	UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Supplier Code of Conduct, Fraud, Corruption,	All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes **principles on labour, human rights, environment and ethical conduct** may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti
Gifts and Hospitality	Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either

	indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
Conflict of Interest	UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ. The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.
General Conditions of Contract	Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract Select the applicable GTC: ☒ General Terms and Conditions / Special Conditions for Contract. ☐ General Terms and Conditions for de minimis contracts (services only, less than $50,000) ☐ General Terms and Conditions for Works Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy
Special Conditions of Contract	☒ Cancellation of PO/Contract if the delivery/completion is delayed by 30 days. ☒ Others: Liquidated damages: up to 0.1% of total contract amount per each day of delay may be applied on discretion of UNDP.
Eligibility	A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP. It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP. Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.
Currency of Quotation	Quotations shall be quoted in: ☒ United States Dollars. Due to fluctuations in the national currency, it is recommended to indicate the price in dollars as risk mitigation measure. Payments will be provided in local currency according to the UNORE currency rate for the date of payment, following the link: https://treasury.un.org/operationalrates/OperationalRates.php ☒ or Local Currency: UAH
Joint Venture, Consortium or Association	If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.

	Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.
Only one Bid	The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following: a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below: All prices must: ☐ be inclusive of VAT and other applicable indirect taxes ☒ be exclusive of VAT and other applicable indirect taxes
Language of quotation	**Technical and Financial Offer shall be submitted in English or Ukrainian** Other documentation including registration documents, instructions and policy can be in Ukrainian (additionally in English if present)
Documents to be submitted	Bidders shall include the following documents in their quotation: ☒ Annex 2: Quotation Submission Form duly completed and signed ☒ Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1. ☒ Copy of Latest Business Registration Certificate. ☒ Extract from the Register of VAT payers or single tax payers (not mandatory on submission stage but will be required if Offeror is selected for contract award). ☒ Company Profile, indicating at least 3 (three) years of experience in the field of supply of similar products. ☒ Certificates for equipment (copies) or specification that reflects all requirements. ☒ At least 2 (two) positive references from previous clients in the past 2 years. ☒ Confirmation of warranty period for the equipment of not less than 12 months
Quotation validity period	Quotations shall remain valid for **60 days** from the deadline for the Submission of Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	☒ **Not permitted** ☐ Permitted: The offers may be submitted to different Lots.
Alternative Quotes	☒ **Not permitted** ☐ Permitted If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are

	clearly established, Click or tap here to enter text. reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote"
Payment Terms	☒ 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. ☐ UNDP will pay the negotiated amount based on provided financial offer and actual number of executed activities in a month.
Conditions for Release of Payment	☒ Passing Inspection [Acceptance acts to be signed by both UNDP and Supplier upon quality assurance team confirmation.] ☐ Complete Installation ☐ Passing all Testing [specify standard, if possible] ☐ Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible ☒ Signed act of acceptance of goods, based on full compliance with RFQ requirements ☐ Others [pls. specify]
Contact Person for correspondence, notifications and clarifications	E-mail address: **Procurement Unit, UNDP Ukraine, procurement.ua@undp.org** Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than **2 (two)** days before the submission deadline. Responses to request for clarification will be communicated **via email procurement.ua@undp.org** by **Procurement Unit, UNDP Ukraine.**
Evaluation method	☒The Contract will be awarded to the lowest price substantially compliant offer ☐ Other Click or tap here to enter text.
Evaluation criteria	**Administrative Requirements:** ☒ Offers must be submitted within the stipulated deadline. ☒ Offers have been signed by the proper authority. ☒ Offers must be submitted in English/Ukrainian. ☒ Offers include requested company/organization documentation as mentioned above in "Documents to be submitted" section. ☒ Officially registered company (for Ukrainian companies – company should be registered in the territory controlled by the government of Ukraine). ☒ Full acceptance of the Contract General Terms and Conditions. ☒ Equipment must have official warranty service centers in Ukraine; ☒ Supplier/s must provide after-sale services ☒ Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer) – will be an advantage in equality of other factors **Technical Requirements:** ☒ Experience (At least 3 years of experience in the supply of similar products). ☒ Technical responsiveness to stipulated requirements in TOR. ☒ At least 2 (two) positive references from previous clients.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Type of Contract to be awarded	☒ Purchase Order ☐ Contract Face Sheet ☐ Contract for Works ☐ Other Type/s of Contract [pls. specify]
Expected date for contract award.	**09 February 2022**
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org. The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: Specification

For the procurement of equipment for the provision of medical services using telemedicine for rural communities (**30 items**)- 2 for Kherson region, 14 for Ivano-Frankivsk region and 14 for Zakarpattya region.

Strengthening the Community Resilience in Kherson oblast (SCR-II) Project

Background Information

UNDP and the Government of Ukraine have partnered in implementing the reforms in many different areas for the achievement of SDGs. Over the last two decades UNDP built long-lasting partnerships with national, regional and local authorities throughout the country, non-governmental development actors and local communities. Through a permanent local presence in each Ukrainian oblast and the quality of its partnerships, UNDP has been able to introduce and promote best practices of sustainable development at regional and local levels. Under its Sustainable Local Development Programme, UNDP helps to advance regional and local sustainable development.

At the same time, Ukraine, like all other countries in the world, faces the negative impact of the COVID-19 pandemic. This outbreak coincided with the change of government in the country, exacerbated by the insufficient progress of reforms, weakened health system, ageing population, macroeconomic decline and the protracted armed conflict in eastern Ukraine. The COVID-19 pandemic severely affected all the regions and local communities in Ukraine, in particular putting additional strains on the local budgets and exacerbating the results of long-term underinvestment in the public health system. In addition, administrative services are suspended or only partially provided due to the lack of local capacity, both institutional and human resources, to operate under these critical circumstances.

UNDP is already helping countries to advance inclusive and integrated crisis management by supporting governments around the globe to maintain core functions, and to plan, coordinate, communicate and finance their responses to COVID-19. UNDP has defined a structured approach and strategy for high-impact programmatic interventions to support both national and sub-national governments to prepare, respond and recover from COVID-19.

The Project purpose is to support regional and local authorities in assessing and addressing the socio-economic impact of COVID-19 .

Expected outcomes: Improved capacity of regional and local authorities of target oblasts to plan and implement crisis response and post-crisis recovery measures and secure progress towards SDGs.

Delivery Terms:

INCOTERMS-2020 DDP, Kherson city, Ivano-Frankivsk city and Uzhgorod city of Ukraine.

Address of delivery:

# of sets	Address of delivery
2	Kherson, # 47 Ushakova avenue, off 141

14	76004, Ivano-Frankivsk, #21 Hrushevskoho street, off 600
14	Zakarpattya region (14 territorial communities)- the exact addresses will be communicated later

Latest expected delivery date:

Items should be delivered and installed no later than **28 February 2022**. Shorter delivery terms will be an advantage.

Additional requirements:

- The price of the goods must include the cost of installation and delivery of all goods to the above mentioned address;
- The warranty period for the equipment should be not less than 12 months after installation;
- Equipment must have official warranty service centres in Ukraine;
- Supplier/s must provide after-sale services.

Quality assurance and acceptance:

Joint quality assurance team of UNDP (2 UNDP Coordinators at Kherson and Ivano-Frankivsk regions) and representatives of the ATCs at Kherson region, Ivano-Frankivsk and Zakarpattya regions of Ukraine should accept the installed equipment. Acceptance acts to be signed by both UNDP and Supplier upon quality assurance team confirmation.

Requirements to the organization/company

- Duly registered company/organization
- At least 3 years of experience in the supply of similar products
- Full acceptance of UNDP General Terms and Conditions
- At least 2 positive references from previous clients in the past 2 years.

Payment terms

- Upon delivery, installation and acceptance of items by UNDP team;
- Delivery in several stages may be considered in terms of established deadline upon confirmation by UNDP, payments linked to delivered goods cost.

Technical Specification

System for selective control of physiological parameters, for home use (equipment for the provision of medical services using telemedicine)

Goods delivery quantity - <u>30 sets of equipment</u> for the provision of medical services using telemedicine;

General medical and technical requirements:

1. The equipment must be new, not used before, of the model produced not earlier than 2019, and not used as a demonstration sample (please provide a ***warranty letter).***

2. The equipment has to be put into operation in accordance with the legislation on the technical regulation and conformity assessment and in the manner prescribed by law.

2.1. **With the purpose of confirming the procurement subject compliance with regulatory and technical documentation and technical and qualitative properties, the bidder shall provide the following information within the scope of the bid**:

- With the purpose of confirming the goods introduction into circulation in accordance with the legislation on the technical regulation and conformity assessment and in the manner prescribed by law, the bidder shall provide:

a) a declaration copy or a copy of the documents confirming the possibility of putting into circulation and/or into operation (usage) of the medical device based on results of the conformity assessment procedure in accordance with the requirements of the technical regulations, **or,**

b) a warranty letter confirming that a declaration copy or a copy of documents will be provided at the time of goods delivery, which confirms the possibility of putting into circulation and/or operation (usage) of the medical device based on results of the conformity assessment procedure in accordance with the requirements of the technical regulations at the time of goods delivery, **or**

c) if the bidder offers medical devices that have undergone state registration, are registered in the State Register of Medical Equipment and Medical Devices and approved for use in the territory of Ukraine and were put into circulation before the date of mandatory application of technical regulations, then it is allowed to offer such devices until the end their shelf life and not more than five years from the date of putting them into circulation, without undergoing the conformity assessment procedure and without marking with the national conformity sign, **or**

d) if the Technical Regulations for Medical Devices do not apply to the offered equipment, the bidder shall provide a ***written explanation*** stating the reasons for skipping a conformity assessment procedure in accordance with the requirements of the Technical Regulations for Medical Devices.

- Copies of instructions for use or technical passports and brochures.

- Documents confirming the availability of the Cloud Service and related software, or authorization to use them in its economic activity (dealer or license agreements, etc., with enclosing documents confirming this).

- Documents confirming that the bidder is a manufacturer of the equipment or a manufacturer's dealer or supplier (a contract with the manufacturer, or a power of attorney from the manufacturer, or a dealer's certificate etc., or an authorization/warranty letter from the manufacturer or an authorized representative (or dealer) warranting that the bidder has the possibility to deliver goods, which are the subject of procurement, in the amount and within the time specified in the tender documents and the bidder's offer with enclosing the relevant authorization documents, which attest the status of the dealer or the authorized representative).

3. Warranty period for the equipment – not less than 12 months.

4. Mandatory availability of technical personnel in Ukraine, who is trained and certified by the manufacturer for installation, warranty and post-warranty equipment maintenance (***please provide a copy of the engineer's certificate***).

5. Equipment connection to the Cloud Service and equipment delivery should be carried out at the expense of the supplier.

6. The equipment shall jointly form a single complex and perform the following functions, a set of equipment for the provision of medical services using telemedicine:

- Electrocardiographic examination
- Blood pressure measurement
- Heart rate measurement
- Blood oxygenation measurement
- Body temperature measurement
- Spirometery
- General examination of the patient with the possibility of obtaining digital images
- Auscultation internal sounds of the body
- Function of measuring glucose and cholesterol levels.

7. The equipment must have a digital interface for inputting the examination data received from a patient.

8. The weight of one set of equipment shall not exceed 6 kg.

9. Each set shall have a durable transport suitcase.

10. The subject of procurement shall meet the following medical and technical specifications (**please provide information on the following**):

Medical and technical specification of a set of equipment for the provision of medical services using telemedicine	**Compliance with the requirements (Yes / No)** **Indicator**	**Reference to an item (a page) in the instructions for use or other authorized technical documentation of the goods manufacturer, or other authorized documents.**
I. General requirements		
The portable telemedicine diagnostic tool kit shall provide diagnostics of the patient's functions (receiving, storing and transmitting information about the physiological measurements of the patient's body)		
The portable telemedicine diagnostic tool kit shall contain specialized applications and form a software and hardware appliance (SHA).		
SHA shall ensure the receipt and transmission of diagnostic information for telemedicine consultations		
SHA shall provide the possibility to be used both in the healthcare facility and at the patient's home		
SHA shall provide both online and offline operation modes with automatic data downloading after re-establishing the internet connection.		

Examinations can be performed by junior medical staff, a physician assistant or a family doctor.		
SHA shall measure the physiological parameters of the patient during the examination		
SHA equipment shall have a self-contained power supply (batteries or accumulators) or power supply option from a USB port		
II. SHA Functions		
1. ECG recording		
Requirements for ECG recording and displaying:		
ECG registration - 12 channels, availability.		
Manual ECG recording mode, availability.		
Heart rate mode, availability		
ECG lead system: standard and amplified (I, II, III, aVR, aVL, aVF and V1, V2, V3, V4, V5, V6), availability		
ECG displaying on the monitor of the main SHA module, availability		
Simultaneous ECG channels displaying on the monitor, not less than 12 leads (I, II, III, aVR, aVL, aVF and V1, V2, V3, V4, V5, V6), availability		
Sensitivity, 5, 10, 25, 50, 100 mm/mV		
ECG viewing before recording, availability		
ECG recording time, not less than 10 s, availability		
Heart rate measurement, availability		
Inbuilt printer is mandatory with speed options: 12,5 mm/s, 25 mm/s, 50 mm/s		
Function of preliminary atuomatical interpretation of the patient's ECG is mandatory.		
2. Blood pressure measurement		
Blood pressure measurement, availability		
Measurement method - oscillometric, compliance		
Measurement modes compatibility: adults, children		
Pressure measuring range, at least: • Systolic: 60 to 230 mm Hg • Diastolic: 40 to 130 mm Hg		
Absolute error range when measuring pressure, not more than ±3 mm Hg.		

Leakage testing function, availability.		
Irregular rhythm fault resistant.		
3 sizes of patient cuffs S, M and L availability.		
3. Heart rate measurement		
The range for heart rate measurement is not less than 25 to 250 beats per minute, compliance		
Finger pulse oximeter, compliance		
Error not more than: ± 2 beats per minute or 2 units		
Use for - adults, children, compatibility.		
Interoperability with SHA workstation for transmission of measurement data via wired or wireless interfaces, availability		
4. Non-invasive measurement of the oxygenation level of capillary blood		
Measurement of capillary blood oxygenation, availability		
Finger pulse oximeter, compliance		
The range for blood oxygenation measurement is not less than 35 ~ 100%		
Error, not more than: ± 2% (at the range of 80% ~ 100%).		
Use for - adults, children, compatibility.		
Interoperability with SHA workstation for transmission of measurement data via wired or wireless interfaces, availability		
5. Non-contact temperature measurement (thermometry)		
Body temperature measurement by non-contact method, availability.		
Measurement modes: body / object temperature, availability.		
Colour display of normal (green light) and elevated (red light) temperature, preferred availability.		
Measuring range, not less than 34-42 ℃		
Resolution, not less than 0.1 ℃		
Error at the range of 35 - 42 ℃, not more than ± 0.2 ℃		
Auto power-off, availability		
Interoperability with SHA for measurement data transfer via USB or Bluetooth or manually, availability		
6. Pulmonary function test (spirometry)		
Requirements for basic parameters:		

Maximum volume: not less than 10 lts.		
Flow range: not less than 0 l/s ~ 16 l/s		
Volume accuracy: not less than ± 3% or 0.05 lts (whichever is greater)		
Flow accuracy: not less than ± 5% or 0.2 lts/s (whichever is greater)		
Examined parameters:		
Forced vital lung capacity, FVC, l, availability		
Peak expiratory flow rate, PEF, l/s, availability		
Forced exhalation volume for 1 second, FEV1, l, availability		
FEV1%: the ratio of FEV1 and FVC,%, availability		
Parameters graphs drawing based on examination results, availability		
Other requirements for the device:		
Function graphs display, availability.		
Data processing: saving, deleting, downloading and viewing, possibility.		
Interoperability with SHA workstation for transmission of measurement data via wired or wireless interfaces, availability		
7. General examination of the patient with the possibility of obtaining digital images using a digital camera		
General examination of the patient with the possibility of obtaining digital images (e.g., limbs, body parts, etc.), compliance.		
Camera with a function that allows viewing a patient and any signs/symptoms of the patient's disease (e.g., skin lesions, rashes, wounds, etc.), availability		
Photo recording, availability		
Video recording, availability		
Camera type: built-in or external with connection to the main SHA module or tablet PC or PC, compliance		
Connection interface - USB and/or Wi-Fi (for external camera), possibility		
8. Auscultation internal sounds of the body		
The portable stethoscope should be intended for auscultation of the sounds leaving heart, vessels, lungs, bronchial tubes, intestines and other bodies.		
Frequency range: not less than 50 ~ 800 Hz		

Data processing: saving, deleting, downloading and viewing, possibility.		
Connection interface - USB		
9. Function of measuring glucose and cholesterol levels		
Intended for quantitative determination of the following blood parameters:		
Glucose, general cholesterol		
Triglycerides		
High density lipoproteins		
The range of glucose measurement: not less than 0,6-33,3 mmol / l		
The range of general cholesterol measurement: not less than 2.59-11.64 mmol / l		
The range of triglycerides measurement: not less than 0.51-7.34 mmol / l		
The range of high density lipoproteins measurement: not less than 0.65-2.46 mmol / l		
Measurement time not more than:		
5 sec. for Glucose		
3 min. for Lipids		
III. main SHA module		
main SHA module provides:		
– Measurement of patients' vital signs, availability		
– Online transmission of received data, availability		
– Specialized software, availability		
– ECG recording, availability		
– Blood pressure measurement, availability		
– Measurement of capillary blood oxygenation, availability		
– Obtaining all measured parameters of patient functions from SHA standard and external diagnostic devices (ECG, blood pressure, pulse rate, blood oxygen saturation, temperature, spirometry data, dermatoscopy data, etc.), availability.		
– Connection of standard and external diagnostic devices (spirometer, dermatoscope, etc.) via USB or Bluetooth or Wi-Fi, availability		

– Connect external USB or Wi-Fi imaging devices (digital cameras, scanning systems such as dermatoscopes), availability.		
– Display of all measured examination data (ECG, blood pressure, pulse rate, blood oxygenation, body temperature, respiratory function, dermatoscopy, images from a common digital examination camera) on the monitor of the main SHA module, availability.		
– Photographing the patient or the necessary parts of the body, etc., availability.		
– Audio recording, availability		
Main SHA module specifications (tablet, laptop etc.):		
- Color touch LCD display, availability		
- Display size, at least 10 inches		
- At least 4GB of RAM		
- At least 16GB of internal memory		
- Android or Windows or iPad OS operating system		
- Support for Wi-Fi, Bluetooth, 3G, availability		
IV. Software requirements for the main SHA module		
The availability of the operating system that ensures SHA operation.		
Support for Bluetooth interfacing protocol, compliance.		
Creating a patient's examination record, availability		
A unique number shall be assigned to each examination, availability		
Patient data input: o Patient (any identifier) o Date of birth or number of full years or months if the patient is less than 1 year old o Height (in centimetres) o Weight (in kilograms) o Sex		
Selection of a sort or a type of measurements for a patient to be performed, by type of device, availability		
Measurement results storage in the local information storage of the SHA software, availability.		
Examination information storage in the local storage of the main module (examination number, patient data, examination results)		
Examination and measurements results storage in the local storage of the main SHA module until they are transferred to the cloud storage		

SHA authorization in the cloud storage of examination information for further interoperation.		
Transfer of information from the local information storage of the main SHA module to the cloud storage		
Transfer of information to the local storage on the main SHA module is performed after each saving of the examination results or by the operator command, provided that the SHA is connected to the Internet		
Printing a paper form based on the results of the examination with the possibility of adding a doctor's opinion after printing the form		
Requirements for the transfer of examination information to the data storage		
The software and hardware appliance shall ensure the transfer of the obtained examination data to the cloud storage.		
The examination data shall be transmitted using the following Internet communication methods: Wi-Fi, or 3G / LTE, LAN, USB or other connectivity.		
SHA shall ensure the data transfer (indicating the unique study number) to the cloud storage only when the authorization from the cloud storage is confirmed.		
V. Availability of informational and technical support for SHA		
Provision with equipment instructions for use (operation manuals) (prefferebale in Ukrainian, English is exceptable)		
Informational and technical support (a warranty) for not less than 12 months		
Requirements for a cloud storage:		
Ensuring SHA authorization		
Blocking the data transfer to the data storage in case of unsuccessful SHA authorization		
Data storage capacity for 100 thousand patients for at least 36 months since delivery of the SHA in the cloud storage, availability		
Possibility for doctors and patients to access examinations and measurements results through a web browser after their authorization		
Possibility for a cloud service to interact with medical information systems or a telemedicine network.		
Possibility to transfer the examination results to the medical information system or electronic medical card.		

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	**839-2021-UNDP-UKR-RFQ-SCR**	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
VAT payer status	Click or tap here to enter text.
Contract person name	Click or tap here to enter text.
Contact person email	Click or tap here to enter text.
Contact person phone	Click or tap here to enter text.
Company's core activities	Click or tap here to enter text.
Profile – describing the nature of business, field of expertise.	Click or tap here to enter text.
Are you a UNGM registered vendor?	☐ Yes ☐ No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) *(If yes, provide a Copy of the valid Certificate):*	☐ Yes ☐ No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? *(If yes, provide a Copy of the valid Certificate):*	☐ Yes ☐ No
Does your Company have a written Statement of its	☐ Yes ☐ No

Environmental Policy? *(If yes, provide a Copy)*	
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues *(If yes, provide a Copy)*	☐ Yes ☐ No
Is your company a member of the UN Global Compact	☐ Yes ☐ No
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.
References	Please provide contact details of at least 2 (two) previous clients for reference and attach the signed reference letters.

Bidder's Declaration

Yes	No	
☐	☐	**Requirements and Terms and Conditions:** I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
☐	☐	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
☐	☐	**Ethics**: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ; has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
☐	☐	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
☐	☐	**Conflict of interest:** I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.

Yes	No	
☐	☐	**Prohibitions, Sanctions:** I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
☐	☐	**Bankruptcy**: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
☐	☐	**Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
☐	☐	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
☐	☐	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	**839-2021-UNDP-UKR-RFQ-SCR**	Date: Click or tap to enter a date.

Table 1. Conformity to the requirements of Specification

Medical and technical specification of a set of equipment for the provision of medical services using telemedicine	**Compliance with the requirements (Yes / No)** **Indicator**	**Reference to an item (a page) in the instructions for use or other authorized technical documentation of the goods manufacturer, or other authorized documents.**
I. General requirements		
The portable telemedicine diagnostic tool kit shall provide diagnostics of the patient's functions (receiving, storing and transmitting information about the physiological measurements of the patient's body)		
The portable telemedicine diagnostic tool kit shall contain specialized applications and form a software and hardware appliance (SHA).		
SHA shall ensure the receipt and transmission of diagnostic information for telemedicine consultations		
SHA shall provide the possibility to be used both in the healthcare facility and at the patient's home		
SHA shall provide both online and offline operation modes with automatic data downloading after re-establishing the internet connection.		
Examinations can be performed by junior medical staff, a physician assistant or a family doctor.		
SHA shall measure the physiological parameters of the patient during the examination		

SHA equipment shall have a self-contained power supply (batteries or accumulators) or power supply option from a USB port		
II. SHA Functions		
10. ECG recording		
Requirements for ECG recording and displaying:		
ECG registration - 12 channels, availability.		
Manual ECG recording mode, availability.		
Heart rate mode, availability		
ECG lead system: standard and amplified (I, II, III, aVR, aVL, aVF and V1, V2, V3, V4, V5, V6), availability		
ECG displaying on the monitor of the main SHA module, availability		
Simultaneous ECG channels displaying on the monitor, not less than 12 leads (I, II, III, aVR, aVL, aVF and V1, V2, V3, V4, V5, V6), availability		
Sensitivity, 5, 10, 25, 50, 100 mm/mV		
ECG viewing before recording, availability		
ECG recording time, not less than 10 s, availability		
Heart rate measurement, availability		
Inbuilt printer is mandatory with speed options: 12,5 mm/s, 25 mm/s, 50 mm/s		
Function of preliminary atuomatical interpretation of the patient's ECG is mandatory.		
11. Blood pressure measurement		
Blood pressure measurement, availability		
Measurement method - oscillometric, compliance		
Measurement modes compatibility: adults, children		
Pressure measuring range, at least: • Systolic: 60 to 230 mm Hg • Diastolic: 40 to 130 mm Hg		
Absolute error range when measuring pressure, not more than ±3 mm Hg.		
Leakage testing function, availability.		

Irregular rhythm fault resistant.		
3 sizes of patient cuffs S, M and L availability.		
12. Heart rate measurement		
The range for heart rate measurement is not less than 25 to 250 beats per minute, compliance		
Finger pulse oximeter, compliance		
Error not more than: ± 2 beats per minute or 2 units		
Use for - adults, children, compatibility.		
Interoperability with SHA workstation for transmission of measurement data via wired or wireless interfaces, availability		
13. Non-invasive measurement of the oxygenation level of capillary blood		
Measurement of capillary blood oxygenation, availability		
Finger pulse oximeter, compliance		
The range for blood oxygenation measurement is not less than 35 ~ 100%		
Error, not more than: ± 2% (at the range of 80% ~ 100%).		
Use for - adults, children, compatibility.		
Interoperability with SHA workstation for transmission of measurement data via wired or wireless interfaces, availability		
14. Non-contact temperature measurement (thermometry)		
Body temperature measurement by non-contact method, availability.		
Measurement modes: body / object temperature, availability.		
Colour display of normal (green light) and elevated (red light) temperature, preferred availability.		
Measuring range, not less than 34-42 ℃		
Resolution, not less than 0.1 ℃		
Error at the range of 35 - 42 ℃, not more than ± 0.2 ℃		
Auto power-off, availability		
Interoperability with SHA for measurement data transfer via USB or Bluetooth or manually, availability		
15. Pulmonary function test (spirometry)		
Requirements for basic parameters:		

Maximum volume: not less than 10 lts.		
Flow range: not less than 0 l/s ~ 16 l/s		
Volume accuracy: not less than ± 3% or 0.05 lts (whichever is greater)		
Flow accuracy: not less than ± 5% or 0.2 lts/s (whichever is greater)		
Examined parameters:		
Forced vital lung capacity, FVC, l, availability		
Peak expiratory flow rate, PEF, l/s, availability		
Forced exhalation volume for 1 second, FEV1, l, availability		
FEV1%: the ratio of FEV1 and FVC,%, availability		
Parameters graphs drawing based on examination results, availability		
Other requirements for the device:		
Function graphs display, availability.		
Data processing: saving, deleting, downloading and viewing, possibility.		
Interoperability with SHA workstation for transmission of measurement data via wired or wireless interfaces, availability		
16. General examination of the patient with the possibility of obtaining digital images using a digital camera		
General examination of the patient with the possibility of obtaining digital images (e.g., limbs, body parts, etc.), compliance.		
Camera with a function that allows viewing a patient and any signs/symptoms of the patient's disease (e.g., skin lesions, rashes, wounds, etc.), availability		
Photo recording, availability		
Video recording, availability		
Camera type: built-in or external with connection to the main SHA module or tablet PC or PC, compliance		
Connection interface - USB and/or Wi-Fi (for external camera), possibility		
17. Auscultation internal sounds of the body		

The portable stethoscope should be intended for auscultation of the sounds leaving heart, vessels, lungs, bronchial tubes, intestines and other bodies.		
Frequency range: not less than 50 ~ 800 Hz		
Data processing: saving, deleting, downloading and viewing, possibility.		
Connection interface - USB		
18. Function of measuring glucose and cholesterol levels		
Intended for quantitative determination of the following blood parameters:		
Glucose, general cholesterol		
Triglycerides		
High density lipoproteins		
The range of glucose measurement: not less than 0,6-33,3 mmol / l		
The range of general cholesterol measurement: not less than 2.59-11.64 mmol / l		
The range of triglycerides measurement: not less than 0.51-7.34 mmol / l		
The range of high density lipoproteins measurement: not less than 0.65-2.46 mmol / l		
Measurement time not more than:		
5 sec. for Glucose		
3 min. for Lipids		
III. main SHA module		
main SHA module provides:		
– Measurement of patients' vital signs, availability		
– Online transmission of received data, availability		
– Specialized software, availability		
– ECG recording, availability		
– Blood pressure measurement, availability		
– Measurement of capillary blood oxygenation, availability		
– Obtaining all measured parameters of patient functions from SHA standard and external diagnostic devices (ECG,		

blood pressure, pulse rate, blood oxygen saturation, temperature, spirometry data, dermatoscopy data, etc.), availability.		
– Connection of standard and external diagnostic devices (spirometer, dermatoscope, etc.) via USB or Bluetooth or Wi-Fi, availability		
– Connect external USB or Wi-Fi imaging devices (digital cameras, scanning systems such as dermatoscopes), availability.		
– Display of all measured examination data (ECG, blood pressure, pulse rate, blood oxygenation, body temperature, respiratory function, dermatoscopy, images from a common digital examination camera) on the monitor of the main SHA module, availability.		
– Photographing the patient or the necessary parts of the body, etc., availability.		
– Audio recording, availability		
Main SHA module specifications (tablet, laptop etc.):		
- Color touch LCD display, availability		
- Display size, at least 10 inches		
- At least 4GB of RAM		
- At least 16GB of internal memory		
- Android or Windows or iPad OS operating system		
- Support for Wi-Fi, Bluetooth, 3G, availability		
IV. Software requirements for the main SHA module		
The availability of the operating system that ensures SHA operation.		
Support for Bluetooth interfacing protocol, compliance.		
Creating a patient's examination record, availability		
A unique number shall be assigned to each examination, availability		
Patient data input: o Patient (any identifier) o Date of birth or number of full years or months if the patient is less than 1 year old o Height (in centimetres) o Weight (in kilograms) o Sex		
Selection of a sort or a type of measurements for a patient to be performed, by type of device, availability		

Measurement results storage in the local information storage of the SHA software, availability.		
Examination information storage in the local storage of the main module (examination number, patient data, examination results)		
Examination and measurements results storage in the local storage of the main SHA module until they are transferred to the cloud storage		
SHA authorization in the cloud storage of examination information for further interoperation.		
Transfer of information from the local information storage of the main SHA module to the cloud storage		
Transfer of information to the local storage on the main SHA module is performed after each saving of the examination results or by the operator command, provided that the SHA is connected to the Internet		
Printing a paper form based on the results of the examination with the possibility of adding a doctor's opinion after printing the form		
Requirements for the transfer of examination information to the data storage		
The software and hardware appliance shall ensure the transfer of the obtained examination data to the cloud storage.		
The examination data shall be transmitted using the following Internet communication methods: Wi-Fi, or 3G / LTE, LAN, USB or other connectivity.		
SHA shall ensure the data transfer (indicating the unique study number) to the cloud storage only when the authorization from the cloud storage is confirmed.		
V. Availability of informational and technical support for SHA		
Provision with equipment instructions for use (operation manuals) (prefferebale in Ukrainian, English is exceptable)		
Informational and technical support (a warranty) for not less than 12 months		
Requirements for a cloud storage:		
Ensuring SHA authorization		
Blocking the data transfer to the data storage in case of unsuccessful SHA authorization		

Data storage capacity for 100 thousand patients for at least 36 months since delivery of the SHA in the cloud storage, availability		
Possibility for doctors and patients to access examinations and measurements results through a web browser after their authorization		
Possibility for a cloud service to interact with medical information systems or a telemedicine network.		
Possibility to transfer the examination results to the medical information system or electronic medical card.		

Table 2. Financial offer for the supply of goods in accordance with the technical specification and requirements

Description of goods, services	**Amount (currency), excl VAT**
(Please include all price components in accordance with the requirements of Specification)	
Warranty	
Transportation	
Please add other expenses required, with detailed description	
Total amount	

Table 3. Relevant projects implemented during the last 3 years:

#	Client' name and address	Project period		Project cost (USD)	Describe briefly the nature of supply
		Start date	Finish date		

Table 4. Compliance with Requirements

	Your Responses		
	Yes, we will comply	**No, we cannot comply**	**If you cannot comply, pls. indicate counter - offer**
Minimum Technical Specifications	☐	☐	Click or tap here to enter text.
Delivery terms (INCOTERMS-2020 DDP Can be delivered to addresses from the TOR)	☐	☐	Click or tap here to enter text.
Delivery Time (no later than 28 February 2022)	☐	☐	Click or tap here to enter text.
Warranty and after sell services (warranty period for the equipment not less than 12	☐	☐	Click or tap here to enter text.

months after installation) and official service centres in Ukraine			
Validity of Quotation (min. 60 days)	☐	☐	Click or tap here to enter text.
Payment terms	☐	☐	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
Exact name and address of company Company Name: Click or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.

Dear Partners!

The UN Office in Ukraine kindly informs you, that the purchase of goods and services, announced in the UN Office Tenders, is conducted within the framework of international technical assistance project.

Provisions of the Tax Code of Ukraine (paragraph 197.11) foresee the VAT tax exemption for operations, financed by material and technical assistance.

The procedure for obtaining the tax exemption right for operations, performed in the framework of international technical assistance projects, is regulated by the Decree #153 of the Cabinet of Ministers of Ukraine dated February 15, 2002.

In case you already have the right to apply this VAT allowance, on the date of UNDP prepayment receipt you should prepare and register a tax invoice (hereinafter - TI) in the United Register of Tax Invoices (URTI), filled in as follows:

• the column "Comprised on the operation, exempted from taxation" on the upper left part - with the mark "Without VAT";

• Section A of the TI table section (lines I-X) should contain the summarizing data on TI transactions, namely: line I - the total amount to be paid, including VAT; line IX - the total volume of goods and services delivered. Lines II-VIII of section A are not filled;

• in column 2 of section B – supplier's (seller's) services nomenclature;

• in section 3.3 of section B - service code according to the SCPS. Box 3.3 should be filled in at all stages of the services delivery;

• in columns 4 and 5 - unit of services measurement;

• in column 6 - quantity (volume) of services delivery;

• in column 7 - the price of the service unit supply, excluding VAT;

• in column 8 - VAT rate code 903;

• in column 9 – tax allowance code according to the Handbook of other tax benefits, approved by the SFS as of the date of TI submission - "14060523".

• in column 10 - supply volume, excluding VAT (prepayment amount).

Detailed instructions to be found in the materials "Tax invoice - 2017: instruction on filling out" and "New tax invoice in the samples."

Credit against VAT tax, applied on the materials purchase for the relevant construction works performance, cannot be compensated as per the paragraph #198.5 of Tax Code of Ukraine. According to the Tax Code paragraph #198.5, goods and services supply operations, exempted from VAT based on the Tax Code paragraph #197.11, the rules for calculating tax liabilities do not apply.

Using the materials bought with VAT, there is no need to compensate the credit against VAT, as well as no need to accrue tax liabilities.

Considering all mentioned above, you are kindly asked to submit your tender applications / invoices for payment without VAT, referring to the Ukrainian legislation provisions, stated in the mentioned regulatory acts.

Should you have any additional questions, please contact the offices of the State Fiscal Service of Ukraine at the place of your enterprise registration for additional clarifications of Article 52 of the Tax Code of Ukraine.