84-2017-UNDP-UKR

Procurement of anti-tuberculosis (TB) medicines

Questions and answers on the results of the pre-bid conference held on January 9, 2018 in the UNDP office in Kiev

This protocol of the pre-bid conference is an integral part of the ITB 84-2017-UNDP-UKR

Dear participants, once again we ask you to pay attention to the following points when applying:

1. **Submission deadline of ITB 84-2017-UNDP-UKR is February 2, 2018 10:00 AM, Kyiv time (UTC +2:00) including**
2. **Manner of Bid submission – electronic submission, to tenders.ua@undp.org e-mail address**
3. **Together with the package of documents a bidder must provide scan-copy of Bid Security for the 10 000 USD for submitted Bid for one or more lots with the total amount from 200 000 to 399 999,99 USD or for the 20 000 USD for submitted Bid for one or more lots with the total amount from 400 000 to 599 999,99 USD or for the 30 000 USD for submitted Bid for one or more lots with the total amount more than 600 000,00 USD.**
4. **Due to the large volumes of delivery for some lots, UNDP draws special attention to Article 5 «Delivery timeframes» of Section 3 «Schedule of Requirements and Technical Specifications» 84-2017-UNDP-UKR: Partial delivery is acceptable: maximum 3 consignments under delivery of one Lot/Item.**

#	Вопрос	Answer
1	00:38:05 - 00:38:45 Is it allowed to submit the bid with medicines that have SRA registration and GMP certificate, but don't have WHO prequalification?	The Applicant's bid will be counted as technically qualified / meeting the requirements for those products that meet at least one of the options listed in paragraph 2. "Product standards" of Section 3 "List of requirements and technical specifications".
2	01:12:16 - 01:12:30 Is there a possibility of procurement of medicines recommended by Global Fund indicated fixed in tender documents?	Yes. In accordance to the p. 2 "Product standards" of Section 3 "List of requirements and technical specifications": OPTION 4 [D+E]: D) Recommended by the WHO Expert Review Panel for the Global Fund (also known as Global Fund ERP) AND E) The product is being manufactured at sites with valid WHO Public Inspection Report (WHOPIR) or GMP Certificate issued by PIC/S authorities.
3	01:36:18 - 01:37:10	

	Section 4 “Criteria for award and checklist of documents required” B.2 contains a misprint: once it indicates “3 years”, another time - “5 years”. Which term is correct?	For the Option B all terms should be read as 5 years (starting from August 2012).
4	01:37:10 - 01:37:50 Previously it was said that it is possible to submit bid for medicines that were not imported to Ukraine before. However, paragraph B.2) of Section 4 has contradictions with this statement.	The Applicant's bid will be counted as technically qualified / meeting the requirements for those products that meet **at least one** of the options listed in paragraph 2. "Product standards" of Section 3 "List of requirements and technical specifications". Point B.2) refers only to Option 2 [B+E], which foresees that the medicine is registered in Ukraine. You can submit your Bid on Options 1 [A+E], 3 [C+E] or 4 [B+E], which do not require registration of the medicine in Ukraine at the moment of Bid submission and do not require experience od supply the medicine to Ukraine in past years.
5	01:38:06 - 01:41:53 What should be done if the medicine is registered in Ukraine, approved by SRA or WHO, but there are no evidences of delivery?	In this case, it is necessary to submit documents under the option of registration in the SRA countries or WHO prequalification. For participation in the tender it is enough that the product meets **at least one** of the options listed in paragraph 2. "Product standards" of Section 3 "List of requirements and technical specifications".
6	01:55:25 - 02:00:05 Will the tender application be qualified if, at the moment of its submission, the medicine does not correspond to any of the four product standards options set forth in Article 2 of Section 3, but the supplier has submitted documents to receive one or more necessary certificates?	At the time of the bid submission, the medicine must meet at least one of the four options for quality requirements.
7	00:44:37 - 00:45:05, 01:25:45 - 01:27:00 Why UNDP has extended delivery timeframes only for lot No. 22 (Clofazimine)? Is this possible for other medicines with long manufacturing time?	Regarding lot No. 22 (Clofazimine), UNDP received information from a monopoly producer that its production cycle exceeds the declared delivery terms. In this regard, for lot No. 22 (Clofazimine), UNDP extended delivery terms until October 30, 2018 (or 7 months from the signing of PO) for 100% of the product.
8	01:27:00 - 01:29:05 What should be done if, due to delays with getting MOH permissions, signing of contracts is delayed (after March 30), and the shelf life of the medicines as a result is less than 75% or 18 months?	UNDP and MOH will do everything possible for fast documents approval. UNDP can not guarantee that the contracts will be signed before March 30, and this date in the tender documentation is indicated as "expected." UNDP recommends that suppliers refrain from reserving goods with insufficient shelf life and plan

		production / delivery, taking into account possible delays from the MOH.
9	01:44:32 - 01:47:30 In UNDP, there are options as to unregistered medicines: either to withhold the amount of the guarantee (sanction), or performance guarantee, and /or awarding the contract to the next qualified participant. How will you choose?	The withdrawal of a guarantee is a measure that UNDP applies in extreme cases where the fault in the non-delivery or delay in delivery lies on the supplier, and there were no objective force majeure circumstances that prevented the contract from being executed. UNDP reserves the option of applying sanctions for each specific case at its discretion, taking into account the circumstances of the supplier.
10	01:09:10 - 01:09:40 The question is about primary and secondary packaging. Is it correctly understood that if the medicine is shipped in blisters №5, 5 blisters per pack, then the blister is considered as a primary packaging, and the secondary packaging is the box?	Yes. Blister is the primary packaging. Cardboard packaging is a secondary packing. In the example above, in order to fill in Appendix 4 "Technical information on the product" in the column "Quantity of units in the primary packaging", 5 (the number of units in the blister pack) also 5 should be put in the column "Number of primary packagings in the secondary packaging" (quantity of blisters in the package).
11	01:19:01 - 01:21:22 There is no column "unit of measurement" In Appendix 5. It is required for the correct filling and submitting the bid.	UNDP added the "Unit of Measure" column to the table in Appendix 5. Annex 5 was updated in Russian and English on the website http://procurement-notices.undp.org/view_notice.cfm?notice_id=43321
12	01:22:49 - 01:25:43 How many decimal places can be indicated in the price of the goods?	It is allowed to specify more than 2 characters in the price of the goods when submitting a tender offer. However, UNDP would prefer that the number of decimal places not exceed 5, prices submitted with more signs, at the time of preparation of the PO, will be rounded down to 5 characters.
13	01:29:05 - 01:30:31 Does UNDP plan to create a database with vendors' documents in order to reduce the package of documents required for submission for each bid offer?	As per approved UNDP procedures full package of documents should be submitted in the tender proposal. Reduction of the list of mandatory documents is not foreseen. Non-submission of any document from the number of mandatory ones can lead to the disqualification of the participant.
14	01:33:12 - 01:34:00 What are the reference countries traditionally used to evaluate the adequacy of the price proposal?	The list of countries that UNDP Ukraine usually uses as reference: Czech Republic, Hungary, Latvia, Poland, Russian Federation, Slovakia, Bulgaria. In addition, Sweden, Denmark, Norway and other countries can be used as reference.
15	01:34:00 - 01:34:31 Is a trade name or INN used for the analysis of product prices in the reference countries?	For the prices analysis in the reference countries, UNDP primarily uses the trade names of the drugs. If the trademark is not represented in the reference

		countries, the INN prices are searched, with a mandatory note to the UNDP tender committee that the prices for similar drugs are taken as referential ones.
16	01:35:11 - 01:36:18, 01:37:51 - 01:38:04 What should be done if there is no experience in supplying the medicine in such quantities on some lot?	1) In relation to documents and information provided in support of the compliance of the SUPPLIER with qualification requirements, this information is necessary for UNDP to assess the ability of the participant to fulfill the undertaken obligations under the PO. It does not refer to the delivery of a particular drug. If this product has not previously been supplied or supplied in a similar volume, the supplier can provide information about the supply of similar (in this case, anti-tuberculosis) or other drugs. 2) In order to confirm compliance of the quoted **PRODUCT** with product standards and requirements, at least one contract and / or confirmation from the recipient for the supply of a quoted medical product in a similar volume to Ukraine during the last 5 years ("the recipient" is a medical institution) must be provided.
17	01:47:32 - 01:49:00 If there is a registration of a medicine for a package 50 pcs and jars 500, can jars 500 be offered? Considering that previously MOH objected supply in large packages.	***IMPORTANT!*** UNDP clarifies that the requirements of the MOH, set out in the terms of reference, fixed that the packaging of anti-tuberculosis drugs tablet form should be in ***blister form***.