



*Empowered lives.
Resilient nations.*

INVITATION TO BID

Supply of Disability Aids and Prosthetic Devices & Equipment

ITB No.: UNDP-SYR-ITB-026-21

Country: Syrian Arab Republic

Issued on: 1 June 2021

Contents

Section 1. Letter of Invitation	4
Section 2. Instruction to Bidders	5
A. GENERAL PROVISIONS.....	5
1. Introduction.....	5
2. Fraud & Corruption, Gifts and Hospitality.....	5
3. Eligibility.....	5
4. Conflict of Interests	6
B. PREPARATION OF BIDS.....	6
5. General Considerations.....	6
6. Cost of Preparation of Bid	7
7. Language	7
8. Documents Comprising the Bid	7
9. Documents Establishing the Eligibility and Qualifications of the Bidder.....	7
10. Technical Bid Format and Content.....	7
11. Price Schedule	7
12. Bid Security	7
13. Currencies.....	8
14. Joint Venture, Consortium or Association	8
15. Only One Bid	9
16. Bid Validity Period.....	9
17. Extension of Bid Validity Period	9
18. Clarification of Bid (from the Bidders)	10
19. Amendment of Bids.....	10
20. Alternative Bids	10
21. Pre-Bid Conference.....	10
C. SUBMISSION AND OPENING OF BIDS	11
22. Submission.....	11
Hard copy (manual) submission.....	11
Email and eTendering submissions.....	11
23. Deadline for Submission of Bids and Late Bids	11
24. Withdrawal, Substitution, and Modification of Bids.....	12
25. Bid Opening.....	12
D. EVALUATION OF BIDS.....	12
26. Confidentiality.....	12

27. Evaluation of Bids.....	12
28. Preliminary Examination.....	13
29. Evaluation of Eligibility and Qualification	13
30. Evaluation of Technical Bid and prices.....	13
31. Due diligence	13
32. Clarification of Bids.....	14
33. Responsiveness of Bid.....	14
34. Nonconformities, Reparable Errors and Omissions.....	14
E. AWARD OF CONTRACT.....	15
35. Right to Accept, Reject, Any or All Bids	15
36. Award Criteria	15
37. Debriefing.....	15
38. Right to Vary Requirements at the Time of Award	15
39. Contract Signature.....	15
40. Contract Type and General Terms and Conditions.....	15
41. Performance Security.....	15
42. Bank Guarantee for Advanced Payment.....	15
43. Liquidated Damages	16
44. Payment Provisions	16
45. Vendor Protest	16
46. Other Provisions	16
Section 3. Bid Data Sheet.....	17
Section 4. Evaluation Criteria.....	21
Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities	23
Section 5b: Other Related Requirements	38
Section 6: Returnable Bidding Forms / Checklist.....	39
Form A: Bid Submission Form	40
Form B: Bidder Information Form.....	41
Form C: Joint Venture/Consortium/Association Information Form	43
Form D: Eligibility and Qualification Form	44
Form E: Technical Bid FORMAT	46

Section 1. Letter of Invitation

The United Nations Development Programme (UNDP) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Section 1: This Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements and Technical Specifications
- Section 6: Returnable Bidding Forms
 - Form A: Bid Submission Form
 - Form B: Bidder Information Form
 - Form C: Joint Venture/Consortium/Association Information Form
 - Form D: Qualification Form
 - Form E: Format of Technical Bid
 - Form F: Price Schedule
 - Form G: Form of Bid Security

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids set out in Bid Data Sheet.

Please acknowledge receipt of this ITB by sending an email to syria.procurement@undp.org, indicating whether you intend to submit a Bid or otherwise. You may also utilize the "Accept Invitation" function in eTendering system, where applicable. This will enable you to receive amendments or updates to the ITB. Should you require further clarifications, kindly communicate with the contact person/s identified in the attached Data Sheet as the focal point for queries on this ITB.

UNDP looks forward to receiving your Bid and thank you in advance for your interest in UNDP procurement opportunities.

Issued by

Approved by

Name: Walid Okla

Title: Procurement Associate

Date: **June 1, 2021**

Name: Hanan Al Ali

Title: Head of Procurement Unit

Date: **June 1, 2021**

Section 2. Instruction to Bidders

GENERAL PROVISIONS	
1. Introduction	<p>1.1 Bidders shall adhere to all the requirements of this ITB, including any amendments made in writing by UNDP. This ITB is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement which can be accessed at https://popp.undp.org/SitePages/POPPBSUnit.aspx?TermID=254a9f96-b883-476a-8ef8-e81f93a2b38d</p> <p>1.2 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 ITB.</p> <p>1.3 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.</p> <p>1.4 As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid 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.</p>
2. Fraud & Corruption, Gifts and Hospitality	<p>2.1 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 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_andinvestigation.html#anti</p> <p>2.2 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 or dinners.</p> <p>2.3 In pursuance of this policy, UNDP:</p> <p style="margin-left: 20px;">(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;</p> <p style="margin-left: 20px;">(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.</p> <p>2.4 All Bidders must adhere to the UN Supplier Code of Conduct, which may be found at http://www.un.org/depts/ptd/pdf/conduct_english.pdf</p>
3. Eligibility	<p>3.1 A vendor should 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</p>

	<p>these organizations.</p> <p>3.2 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.</p>
4. Conflict of Interests	<p>4.1 Bidders must 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. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:</p> <ul style="list-style-type: none"> a) Are or have been associated in the past, with a firm or any of its affiliates which have been engaged by UNDP to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the goods and services in this selection process; b) Were involved in the preparation and/or design of the programme/project related to the goods and/or services requested under this ITB; or c) Are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP. <p>4.2 In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP’s confirmation on whether or not such conflict exists.</p> <p>4.3 Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> 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 ITB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. <p>Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure.</p> <p>4.4 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 ITB, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>

B. PREPARATION OF BIDS

5. General Considerations	<p>5.1 In preparing the Bid, the Bidder is expected to examine the ITB in detail. Material deficiencies in providing the information requested in the ITB may result in rejection of the Bid.</p> <p>5.2 The Bidder will not be permitted to take advantage of any errors or omissions in the ITB. Should such errors or omissions be discovered, the Bidder must notify the UNDP accordingly.</p>
----------------------------------	--

6. Cost of Preparation of Bid	6.1 The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
7. Language	7.1 The Bid, as well as any and all related correspondence exchanged by the Bidder and UNDP, shall be written in the language (s) specified in the BDS.
8. Documents Comprising the Bid	8.1 The Bid shall comprise of the following documents and related forms which details are provided in the BDS: <ul style="list-style-type: none"> a) Documents Establishing the Eligibility and Qualifications of the Bidder; b) Technical Bid; c) Price Schedule; d) Bid Security, if required by BDS; e) Any attachments and/or appendices to the Bid.
9. Documents Establishing the Eligibility and Qualifications of the Bidder	9.1 The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to UNDP's satisfaction.
10. Technical Bid Format and Content	10.1 The Bidder is required to submit a Technical Bid using the Standard Forms and templates provided in Section 6 of the ITB. 10.2 Samples of items, when required as per Section 5, shall be provided within the time specified and unless otherwise specified by the Purchaser, at no expense to the UNDP. If not destroyed by testing, samples will be returned at Bidder's request and expense, unless otherwise specified. 10.3 When applicable and required as per Section 5, the Bidder shall describe the necessary training programme available for the maintenance and operation of the equipment offered as well as the cost to the UNDP. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS. 10.4 When applicable and required as per Section 5, the Bidder shall certify the availability of spare parts for a period of at least five (5) years from date of delivery, or as otherwise specified in this ITB.
11. Price Schedule	11.1 The Price Schedule shall be prepared using the Form provided in Section 6 of the ITB and taking into consideration the requirements in the ITB. 11.2 Any requirement described in the Technical Bid but not priced in the Price Schedule, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.
12. Bid Security	12.1 A Bid Security, if required by BDS, shall be provided in the amount and form indicated in the BDS. The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid. 12.2 The Bid Security shall be included along with the Bid. If Bid Security is required by the ITB but is not found in the Bid, the offer shall be rejected.

	<p>12.3 If the Bid Security amount or its validity period is found to be less than what is required by UNDP, UNDP shall reject the Bid.</p> <p>12.4 In the event an electronic submission is allowed in the BDS, Bidders shall include a copy of the Bid Security in their bid and the original of the Bid Security must be sent via courier or hand delivery as per the instructions in BDS.</p> <p>12.5 The Bid Security may be forfeited by UNDP, and the Bid rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> a) If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or; b) In the event the successful Bidder fails: <ul style="list-style-type: none"> i. to sign the Contract after UNDP has issued an award; or ii. to furnish the Performance Security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the Bidder.
<p>13. Currencies</p>	<p>13.1 All prices shall be quoted in the currency or currencies indicated in the BDS. Where Bids are quoted in different currencies, for the purposes of comparison of all Bids:</p> <ul style="list-style-type: none"> a) UNDP will convert the currency quoted in the Bid into the UNDP preferred currency, in accordance with the prevailing UN operational rate of exchange on the last day of submission of Bids; and b) In the event that UNDP selects a Bid for award that is quoted in a currency different from the preferred currency in the BDS, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
<p>14. Joint Venture, Consortium or Association</p>	<p>14.1 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.</p> <p>14.2 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p> <p>14.3 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 9 herein in respect of submitting only one Bid.</p> <p>14.4 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the Bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>14.5 A JV, Consortium or Association in presenting its track record and experience</p>

	<p>should clearly differentiate between:</p> <ul style="list-style-type: none"> a) Those that were undertaken together by the JV, Consortium or Association; and b) Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>14.6 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials</p> <p>14.7 JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
<p>15. Only One Bid</p>	<p>15.1 The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture.</p> <p>15.2 Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> 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 c) they have the same legal representative for purposes of this ITB; or d) 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 ITB process; e) 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 some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
<p>16. Bid Validity Period</p>	<p>16.1 Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period may be rejected by UNDP and rendered non-responsive.</p> <p>16.2 During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates and the total price.</p>
<p>17. Extension of Bid Validity Period</p>	<p>17.1 In exceptional circumstances, prior to the expiration of the Bid validity period, UNDP may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing, and shall be considered integral to the Bid.</p> <p>17.2 If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid.</p> <p>17.3 The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated.</p>

<p>18. Clarification of Bid (from the Bidders)</p>	<p>18.1 Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a UNDP staff member, UNDP shall have no obligation to respond or confirm that the query was officially received.</p> <p>18.2 UNDP will provide the responses to clarifications through the method specified in the BDS.</p> <p>18.3 UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Bids, unless UNDP deems that such an extension is justified and necessary.</p>
<p>19. Amendment of Bids</p>	<p>19.1 At any time prior to the deadline of Bid submission, UNDP may for any reason, such as in response to a clarification requested by a Bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.</p> <p>19.2 If the amendment is substantial, UNDP may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.</p>
<p>20. Alternative Bids</p>	<p>20.1 Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative Bid.</p> <p>20.2 If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid"</p>
<p>21. Pre-Bid Conference</p>	<p>21.1 When appropriate, a pre-bid conference will be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Non-attendance, however, shall not result in disqualification of an interested Bidder. Minutes of the Bidder's conference will be disseminated on the procurement website and shared by email or on the e-Tendering platform as specified in the BDS. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder's Conference or issued/posted as an amendment to ITB.</p>

C. SUBMISSION AND OPENING OF BIDS

<p>22. Submission</p>	<p>22.1 The Bidder shall submit a duly signed and complete Bid comprising the documents and forms in accordance with requirements in the BDS. The Price Schedule shall be submitted together with the Technical Bid. Bid can be delivered either personally, by courier, or by electronic method of transmission as specified in the BDS.</p> <p>22.2 The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid.</p> <p>22.3 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the UNDP General Contract Terms and Conditions.</p>
<p>Hard copy (manual) submission</p>	<p>22.4 Hard copy (manual) submission by courier or hand delivery allowed or specified in the BDS shall be governed as follows:</p> <p>a) The signed Bid shall be marked "Original", and its copies marked "Copy" as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.</p> <p>(b) The Technical Bid and Price Schedule must be sealed and submitted together in an envelope, which shall:</p> <ul style="list-style-type: none"> i. Bear the name of the Bidder; ii. Be addressed to UNDP as specified in the BDS; and iii. Bear a warning not to open before the time and date for Bid opening as specified in the BDS. <p>If the envelope with the Bid is not sealed and marked as required, UNDP shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.</p>
<p>Email and eTendering submissions</p>	<p>22.5 Electronic submission through email or eTendering, if allowed as specified in the BDS, shall be governed as follows:</p> <p>a) Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in BDS;</p> <p>b) Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions in BDS.</p> <p>22.6 Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/</p>
<p>23. Deadline for Submission of Bids and Late Bids</p>	<p>23.1 Complete Bids must be received by UNDP in the manner, and no later than the date and time, specified in the BDS. UNDP shall only recognise the actual date and time that the bid was received by UNDP</p> <p>23.2 UNDP shall not consider any Bid that is received after the deadline for the</p>

	submission of Bids.
24. Withdrawal, Substitution, and Modification of Bids	<p>24.1 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission.</p> <p>24.2 Manual and Email submissions: A bidder may withdraw, substitute or modify its Bid by sending a written notice to UNDP, duly signed by an authorized representative, and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the Bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as "WITHDRAWAL" "SUBSTITUTION," or "MODIFICATION"</p> <p>24.3 eTendering: A Bidder may withdraw, substitute or modify its Bid by Cancelling, Editing, and re-submitting the Bid directly in the system. It is the responsibility of the Bidder to properly follow the system instructions, duly edit and submit a substitution or modification of the Bid as needed. Detailed instructions on how to cancel or modify a Bid directly in the system are provided in the Bidder User Guide and Instructional videos.</p> <p>24.4 Bids requested to be withdrawn shall be returned unopened to the Bidders (only for manual submissions), except if the bid is withdrawn after the bid has been opened.</p>
25. Bid Opening	<p>25.1 UNDP will open the Bid in the presence of an ad-hoc committee formed by UNDP of at least two (2) members.</p> <p>25.2 The Bidders' names, modifications, withdrawals, the condition of the envelope labels/seals, the number of folders/files and all other such other details as UNDP may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.</p> <p>25.3 In the case of e-Tendering submission, bidders will receive an automatic notification once the Bid is opened.</p>
D. EVALUATION OF BIDS	
26. Confidentiality	<p>26.1 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>26.2 Any effort by a Bidder or anyone on behalf of the Bidder to influence UNDP in the examination, evaluation and comparison of the Bids or contract award decisions may, at UNDP's decision, result in the rejection of its Bid and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.</p>
27. Evaluation of Bids	<p>27.1 UNDP will conduct the evaluation solely on the basis of the Bids received.</p> <p>27.2 Evaluation of Bids shall be undertaken in the following steps:</p> <ol style="list-style-type: none"> a) Preliminary Examination including Eligibility b) Arithmetical check and ranking of bidders who passed preliminary examination by price. c) Qualification assessment (if pre-qualification was not done)

	<ul style="list-style-type: none"> a) Evaluation of Technical Bids b) Evaluation of prices <p>Detailed evaluation will be focussed on the 3 - 5 lowest priced bids. Further higher priced bids shall be added for evaluation if necessary</p>
28. Preliminary Examination	<p>28.1 UNDP shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any Bid at this stage.</p>
29. Evaluation of Eligibility and Qualification	<p>29.1 Eligibility and Qualification of the Bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in the Section 4 (Evaluation Criteria).</p> <p>29.2 In general terms, vendors that meet the following criteria may be considered qualified:</p> <ul style="list-style-type: none"> a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.
30. Evaluation of Technical Bid and prices	<p>30.1 The evaluation team shall review and evaluate the Technical Bids on the basis of their responsiveness to the Schedule of Requirements and Technical Specifications and other documentation provided, applying the procedure indicated in the BDS and other ITB documents. When necessary, and if stated in the BDS, UNDP may invite technically responsive bidders for a presentation related to their technical Bids. The conditions for the presentation shall be provided in the bid document where required.</p>
31. Due diligence	<p>31.1 UNDP reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the Bidder; b) Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous

	<p>works, as deemed necessary;</p> <p>e) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder;</p> <p>f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.</p>
32. Clarification of Bids	<p>32.1 To assist in the examination, evaluation and comparison of Bids, UNDP may, at its discretion, request any Bidder for a clarification of its Bid.</p> <p>32.2 UNDP's request for clarification and the response shall be in writing and no change in the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by UNDP in the evaluation of the Bids, in accordance with the ITB.</p> <p>32.3 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the Bids.</p>
33. Responsiveness of Bid	<p>33.1 UNDP's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the ITB without material deviation, reservation, or omission.</p> <p>33.2 If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.</p>
34. Nonconformities, Repairable Errors and Omissions	<p>34.1 Provided that a Bid is substantially responsive, UNDP may waive any non-conformities or omissions in the Bid that, in the opinion of UNDP, do not constitute a material deviation.</p> <p>34.2 UNDP may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.</p> <p>34.3 For the bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows:</p> <p>a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected;</p> <p>b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and</p> <p>c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.</p> <p>34.4 If the Bidder does not accept the correction of errors made by UNDP, its Bid shall</p>

	be rejected.
E. AWARD OF CONTRACT	
35. Right to Accept, Reject, Any or All Bids	35.1 UNDP reserves the right to accept or reject any bid, to render any or all of the bids as non-responsive, and to reject all Bids at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.
36. Award Criteria	36.1 Prior to expiration of the period of Bid validity, UNDP shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements of the Schedule of Requirements and Technical Specification, and has offered the lowest price.
37. Debriefing	37.1 In the event that a Bidder is unsuccessful, the Bidder may request for a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the Bidder's submission, in order to assist the Bidder in improving its future Bids for UNDP procurement opportunities. The content of other Bids and how they compare to the Bidder's submission shall not be discussed.
38. Right to Vary Requirements at the Time of Award	38.1 At the time of award of Contract, UNDP reserves the right to vary the quantity of goods and/or services, 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.
39. Contract Signature	39.1 Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
40. Contract Type and General Terms and Conditions	40.1 The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in BDS, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
41. Performance Security	41.1 A performance security, if required in the BDS, shall be provided in the amount specified in BDS and form available at https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Solicitation_Performance%20Guarantee%20Form.docx&action=default within a maximum of fifteen (15) days of the contract signature by both parties. Where a performance security is required, the receipt of the performance security by UNDP shall be a condition for rendering the contract effective.
42. Bank Guarantee for Advanced Payment	42.1 Except when the interests of UNDP so require, it is UNDP's standard practice to not make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per the BDS, and exceeds 20% of the total contract price, or USD 30,000, whichever is less, the Bidder shall submit a Bank Guarantee in the full amount of the advance payment in the form available at

	<p>https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Contract%20Management%20Payment%20and%20Taxes_Advanced%20Payment%20Guarantee%20Form.docx&action=default</p>
43. Liquidated Damages	<p>43.1 If specified in the BDS, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor's delays or breach of its obligations as per Contract.</p>
44. Payment Provisions	<p>44.1 Payment will be made only upon UNDP's acceptance of the goods and/or services performed. The terms of payment shall be within thirty (30) days, after receipt of invoice and certification of acceptance of goods and/or services issued by the proper authority in UNDP with direct supervision of the Contractor. Payment will be effected by bank transfer in the currency of the contract.</p>
45. Vendor Protest	<p>45.1 UNDP's vendor protest procedure provides an opportunity for appeal to those persons or firms not awarded a contract through a competitive procurement process. In the event that a Bidder believes that it was not treated fairly, the following link provides further details regarding UNDP vendor protest procedures: http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html</p>
46. Other Provisions	<p>46.1 In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence.</p> <p>46.2 UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence.</p> <p>46.3 The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer</p>

Section 3. Bid Data Sheet

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail.

BDS No.	Ref. to Section.2	Data	Specific Instructions / Requirements
1	7	Language of the Bid	English
2		Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	Allowed [per lot]
3	20	Alternative Bids	Shall not be considered
4	21	Pre-Bid conference	An orientation meeting via Zoom will be held on the 8th of June 2021 at 1:00PM (Damascus time) to discuss the technical and financial issues and to answer inquires and clarifications of bidders, interested bidders should confirm their attendance by email: walid.okla@undp.org to send them the ZOOM link later.
5	16	Bid Validity Period	90 days
6	13	Bid Security	Required in the amount of For Lot1: USD 1000 For Lot 2: USD 1000 For Lot 3: USD 4000 For Lot 4: USD 1500 For Lot 5: USD 1500 For Lot 6: USD 2000 For Lot 7: USD 1000 Acceptable Forms of Bid Security: <ul style="list-style-type: none"> ▪ Bank Guarantee (See Section 8 for template) ▪ Certified Check

7	41	Advanced Payment upon signing of contract	Not Allowed
8	42	Liquidated Damages	Will be imposed as follows: price per day of delay: 0.5% Max. number of days of delay 20 days, after which UNDP may terminate the contract.
9	40	Performance Security	Required in the amount of 10% of total contract value.
10	12	Currency of Bid	United States Dollar
11	31	Deadline for submitting requests for clarifications/ questions	4 days before the submission deadline
12	31	Contact Details for submitting clarifications/questions	Focal Person in UNDP: Walid Okla Address: UNDP Syria Office, Mezzeh, West Villas, Ghazzawi St. No.8 E-mail address: walid.okla@undp.org
13	18, 19 and 21	Manner of Disseminating Supplemental Information to the ITB and responses/clarifications to queries	Automatic notification from the e-tendering system will be sent to prospective proposers who expressed their interest to participate in the bidding. Also, a Posting on the following websites: <ul style="list-style-type: none"> - www.ungm.org - http://www.sy.undp.org/content/syria/en/home/operations/procurement/ - http://procurement-notice.undp.org/ - www.facebook.com/UNDP.Syria
14	23	Deadline for Submission	Thursday 17th June 2021 at 03:00 pm (Damascus time, GMT+2) For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.
14	22	Allowable Manner of Submitting Bids	<input checked="" type="checkbox"/> e-Tendering
15	22	Bid Submission Address	<u>[For eTendering method, keep link below and insert Event ID information]</u> https://etendering.partneragencies.org

16	22	Electronic submission (email or eTendering) requirements	<p>Format: PDF files only</p> <p>file names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.</p> <p>All files must be free of viruses and not corrupted.</p> <p>Max. File Size per transmission: 10 M</p> <p>Documents which are required in original (e.g. Bid Security) should be sent to the below address with a PDF copy submitted as part of the electronic submission:</p> <p style="padding-left: 40px;">UNDP Syria Country Office, Procurement Unit, Mazzeh West Villas,Damascus,Syria or UNDP RBAS Regional Center in Jordan, attention Ms. Hanan Abu Baker, Procurement Analyst, at the following address: Abu-Baker Seraj Al-Din ST. Building # 11 – Abdoun Al Shamali P O BOX 852303- AMMAN 11185 – JORDAN</p> <p>Note: Original bid security should be received in one of the above addresses WITHIN 5 WORKING DAYS from the deadline of the bid submission. Late submission of bid security beyond 5 working days will result in disqualification of the received bid.”</p>
17	25	Date, time and venue for the opening of bid	Bidders will receive an automatic notification once their Bids are opened.
18	27, 36	Evaluation Method for the Award of Contract	Lowest priced technically responsive, eligible and qualified bid.
19		Expected date for commencement of Contract	<i>Upon contact signature</i>
20		Maximum expected duration of contract	3 months
21	35	UNDP will award the contract to:	One or more bidder, depending on the following factors: each lot will be awarded to the bidder submitting the lowest price technically acceptable bid for that lot.
22	39	Type of Contract	Contract for Goods and/or Services to UNDP http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html

23	39	UNDP Contract Terms and Conditions that will apply	UNDP General Terms and Conditions for Contracts http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
24		Other Information Related to the ITB	N/A

Section 4. Evaluation Criteria

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis:

- Appropriate signatures
- Power of Attorney
- Minimum Bid documents provided
- Bid Validity
- Bid Security (if required) submitted as per ITB requirements with compliant validity period

Minimum Eligibility and Qualification Criteria

Eligibility and Qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified.

Subject	Criteria	Document Submission requirement
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form B: Bidder Information Form
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with ITB clause 3.	Form A: Bid Submission Form
Conflict of Interest	No conflicts of interest in accordance with ITB clause 4.	Form A: Bid Submission Form
Bankruptcy	Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form A: Bid Submission Form
Certificates and Licenses	<ul style="list-style-type: none"> ▪ Valid business registration certificate. 	Form B: Bidder Information Form
	All items should be according to European standards mark (CE)	
QUALIFICATION		
History of Non-Performing Contracts¹	Non-performance of a contract did not occur as a result of contractor default for the last 3 years.	Form D: Qualification Form

¹ Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor,

Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 3 years.	Form D: Qualification Form
Previous Experience	Minimum 2 years of relevant experience.	Form D: Qualification Form
	Minimum 2 contracts of similar value, nature and complexity implemented over the last years. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
Financial Standing	<input checked="" type="checkbox"/> Minimum average annual turnover of twice the proposed bid value for any of the last 3 years. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
Technical Evaluation	The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document.	Form E: Technical Bid Form
Financial Evaluation	Detailed analysis of the price schedule based on requirements listed in Section 5 and quoted for by the bidders in Form F. Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) Comparison with budget/internal estimates.	Form F: Price Schedule Form
	we request European standards mark (CE) for all item	

including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities

Lot 1: Prosthetic Feet

#	Item	Unit	Qty	Description	Notes																																	
1	SACH Foot	pc	180	<p>SACH foot: Modular Low profile K2 activity Integrated pyramid adapter Corrosion-resistant material Not affected by water and moisture The inner part can be removed from the cover(shell) Foot shell with split Toe Heel height 10 ±1 mm Foot-shell color: beige = Caucasian Body weight up to: 100 kg (size:21-25)cm Body weight up to: 125 kg (size:26-27-28)cm</p>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="3">SACH FOOT</th> </tr> <tr> <th>Size</th> <th>right</th> <th>left</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>2</td> <td>2</td> </tr> <tr> <td>22</td> <td>2</td> <td>2</td> </tr> <tr> <td>23</td> <td>5</td> <td>5</td> </tr> <tr> <td>24</td> <td>7</td> <td>7</td> </tr> <tr> <td>25</td> <td>20</td> <td>20</td> </tr> <tr> <td>26</td> <td>30</td> <td>30</td> </tr> <tr> <td>27</td> <td>20</td> <td>20</td> </tr> <tr> <td>28</td> <td>4</td> <td>4</td> </tr> <tr> <td>total</td> <td colspan="2">180</td> </tr> </tbody> </table>	SACH FOOT			Size	right	left	21	2	2	22	2	2	23	5	5	24	7	7	25	20	20	26	30	30	27	20	20	28	4	4	total	180	
SACH FOOT																																						
Size	right	left																																				
21	2	2																																				
22	2	2																																				
23	5	5																																				
24	7	7																																				
25	20	20																																				
26	30	30																																				
27	20	20																																				
28	4	4																																				
total	180																																					
2	Single Axis Foot	pc	160	<p>Single axis foot: Modular Foot made of polyurethane Core made of wood Natural shape with toes Not split Toe Two holes for adapter connection Size:22-28cm Heel height 10 ±1 mm Color: beige = Caucasian Body weight up to: 100 kg</p>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="3">Single-Axis</th> </tr> <tr> <th>Size</th> <th>right</th> <th>left</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>3</td> <td>3</td> </tr> <tr> <td>23</td> <td>3</td> <td>3</td> </tr> <tr> <td>24</td> <td>12</td> <td>12</td> </tr> <tr> <td>25</td> <td>15</td> <td>15</td> </tr> <tr> <td>26</td> <td>27</td> <td>27</td> </tr> <tr> <td>27</td> <td>15</td> <td>15</td> </tr> <tr> <td>28</td> <td>5</td> <td>5</td> </tr> <tr> <td>total</td> <td colspan="2">160</td> </tr> </tbody> </table>	Single-Axis			Size	right	left	22	3	3	23	3	3	24	12	12	25	15	15	26	27	27	27	15	15	28	5	5	total	160				
Single-Axis																																						
Size	right	left																																				
22	3	3																																				
23	3	3																																				
24	12	12																																				
25	15	15																																				
26	27	27																																				
27	15	15																																				
28	5	5																																				
total	160																																					
3	Single Axis Foot Adapter	pc	160	Single-Axis-Foot Adapter: Modular	Small:66 Big :94																																	

				Fit the item nu. 2 single axis foot with two holes Two sizes (small for feet 22-25 and big for 26-28) With rubber bumper Lower bearing shell Stainless-steel Body weight up to: 120 kg	Total:160
4	Rubber Bumper	pc	330	Rubber cone for item nu. 3 single axis foot adapter High density Body weight up to: 100 kg	

Lot 2: Prosthetic Knees

#	Item	Unit	Qty	Description	Notes
1	Safety knee	pc	20	Modular monocentric knee join Friction brake K1-2 activity Extension assist Protective sleeve made of flexible plastic Durable cable Distal connection: pyramid Proximal connection: pyramid Stainless steel Flexion angle no less than 150° Body weight up to : 100 kg	
2	Four bar polycentric knee	pc	100	Modular 4-Bar Linkage Knee Joint K1-2 activity Stainless Steel Integrated extension assist Distal connection: pyramid Proximal connection: pyramid Flexion angle no less than :110° Overall weight around 700 g±50 Body weight up to :120 kg	
3	Pneumatic 4-bar polycentric knee joint	Pc	25	Modular 4-Bar Linkage Knee Joint K2-3 activity Aluminum Extension/Flexion adjustment Pneumatic Swing Phase control Extension Assist Stability Adjustment Distal connection: tube clamp Ø 30 mm Proximal connection: pyramid Flexion angle no less than :145°	

				Overall length:200mm±20 Overall weight 700 g±50 Body weight up to :100 kg	
4	Single Axis knee joint-with Manuel lock	pc	5	Modular single axis knee joint, with lock and extension assist The adjustable lock secures the joint in extension The lock is released using the lock cable Locking occurs automatically at full extension with assistance from the extension assist spring K 1 activity Stainless Steel Distal connection: pyramid Proximal connection: pyramid Flexion angle no less than :120° Overall weight around 550 g±25 Body weight up to : 125 kg	

Lot 3: Liners and Locks

#	Item	Unit	Qty	Description	Notes																								
1	Gel Liner with Distal Connection for Below knee amputees	pc	240	Seamless knitted fabric Soft gel Thickness: anterior wall thickness 6 mm, posterior wall thickness 3 mm With distal connection 5 different sizes fit circumferences between (20-37 cm measured 6 cm proximal to the distal end of the residual limb)	<table border="1"> <thead> <tr> <th colspan="3">with Distal</th> </tr> <tr> <th>Size</th> <th>Circumference</th> <th>QTY</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>20 - 23 cm</td> <td>50</td> </tr> <tr> <td>B</td> <td>24 - 25 cm</td> <td>75</td> </tr> <tr> <td>C</td> <td>26 - 27 cm</td> <td>80</td> </tr> <tr> <td>D</td> <td>28 - 31 cm</td> <td>20</td> </tr> <tr> <td>E</td> <td>32 - 37 cm</td> <td>15</td> </tr> <tr> <td colspan="2">TOTAL</td> <td>240</td> </tr> </tbody> </table>	with Distal			Size	Circumference	QTY	A	20 - 23 cm	50	B	24 - 25 cm	75	C	26 - 27 cm	80	D	28 - 31 cm	20	E	32 - 37 cm	15	TOTAL		240
with Distal																													
Size	Circumference	QTY																											
A	20 - 23 cm	50																											
B	24 - 25 cm	75																											
C	26 - 27 cm	80																											
D	28 - 31 cm	20																											
E	32 - 37 cm	15																											
TOTAL		240																											
2	Gel liner without Distal Connection for below Knee amputees	pc	200	Seamless knitted fabric Soft gel Thickness: anterior wall thickness 6 mm, posterior wall thickness 3 mm Without distal connection 5 different sizes fit circumferences between (20-37 cm measured 6 cm proximal to the distal end of the	<table border="1"> <thead> <tr> <th colspan="3">without distal</th> </tr> <tr> <th>Size</th> <th>Circumference</th> <th>QTY</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>20 - 23 cm</td> <td>35</td> </tr> <tr> <td>B</td> <td>24 - 25 cm</td> <td>70</td> </tr> <tr> <td>C</td> <td>26 - 27 cm</td> <td>70</td> </tr> <tr> <td>D</td> <td>28 - 31 cm</td> <td>15</td> </tr> <tr> <td>E</td> <td>32 - 37 cm</td> <td>10</td> </tr> </tbody> </table>	without distal			Size	Circumference	QTY	A	20 - 23 cm	35	B	24 - 25 cm	70	C	26 - 27 cm	70	D	28 - 31 cm	15	E	32 - 37 cm	10			
without distal																													
Size	Circumference	QTY																											
A	20 - 23 cm	35																											
B	24 - 25 cm	70																											
C	26 - 27 cm	70																											
D	28 - 31 cm	15																											
E	32 - 37 cm	10																											

				residual limb)	TOTAL	200	
3	Sleeve	pc	200	Seamless knitted fabric 30° pre-flexion Soft gel Thickness: 3mm 3 different sizes Measurements are taken the thigh circumference 10 cm above center of the knee	Sleeve		
					Size	Circumference	QTY
					A	30 - 34 cm	90
					B	31 - 40 cm	100
					C	35 - 60 cm	10
Total		200					
4	Gel Liner with 4 Rings for Above Knee amputees	pc	100	Seamless knitted fabric Soft gel Thickness: 3 mm ±0.5 4 rings begin about 12 cm from the center of the distal end Size: 4 different sizes at least fit circumferences between (26-43 cm measured 6 cm proximal to the distal end of the residual limb)	Size		
					Size	Circumference	QTY
					A	26-27 cm	15
					B	28-31 cm	40
					C	32-37 cm	45
Total		125					
5	Silicone Liner with 5 Rings for above knee amputees	pc	45	Fabric cover Silicone Thickness: 3 mm ±1 Conical 3 different sizes fit circumferences between 30-35 cm measured 4 cm proximal to the distal end of the residual limb Liner size (30 - 32- 34) 5 rings begin about 10 cm from the center of the distal end	Size		
					Size	QTY	
					30	15	
					32	15	
					34	15	
Total		45					
6	Clutch Lock with pyramid adapter	pc	110	To be used exclusively for prostheses of the lower extremities Applicable for below Knee and above knee sockets Suitable for both thermoplastic and laminated sockets With geared pin Aluminum alloy made Activity level 1 to 4 Built-in height: Not more than 35 mm With distal pyramid adapter Easy cleaning and exchange of complete lock unit Lamination anchor included Lamination dummy included Body weight up to: 120 kg			
7	Clutch Lock flat	pc	30	To be used exclusively for			

				prostheses of the lower extremities With geared pin Aluminum alloy made Activity level 1 to 4 Built-in height: Not more than 30 mm Light weight Flat construction Lamination disc included Lamination dummy included Body weight up to: 120 kg	
8	Clutch lock internal	pc	65	To be used exclusively for prostheses of the lower extremities suitable for both thermoplastic and laminated sockets With geared pin Plastic housing plastic housing is temperature resistant up to 200 °C Activity level 1 to 4 Built-in height: Not more than 35 mm locking unit is completely exchangeable Easy cleaning and replacing of complete locking unit is possible without dismantling the prostheses Lamination dummy included Body weight up to: 100 kg	
9	4 holes plate	pc	65	Lamination Disc To be used exclusively for prostheses of the lower extremities To be used with item nu. 8: clutch lock internal It connects the socket (with item nu. 8: Clutch lock internal) with 4-hole-socket adapter Round shape Aluminum alloy made Activity level 1 to 4 Construction height :9 mm Lamination dummy included Body weight up to: 125 kg	

Lot 4: Modular Adapters

#	Item	Unit	Qty	Description	Notes						
1	Tube Adapter Long for Above Knee prosthesis	pc	185	Tube adapter stainless steel with 4 adjustment set screws Light alloy tube Ø 30 mm Thickness: 2mm±0.5 Height: 400 mm±30 Body weight up to: 100 kg							
2	Tube Adapter Short for Below Knee Prosthesis	pc	205	Tube adapter stainless steel Light alloy tube Ø 30 Thickness: 2mm±0.5 Height: 200 mm±20 Body weight up to: 100 kg							
3	Tube clamp adapter	pc	350	Tube Clamp Adapter Stainless Steel For tubes Ø 30mm with clamping unit System height: 30 mm±5 Body weight up to: 100 kg							
4	Socket adapter/ Below Knee amputees	pc	150	Socket Adapter with pyramid Stainless Steel Lamination anchor Lamination dummy With hole Body weight up to: 120 kg							
5	Socket Adapter rotatable / Above Knee amputees receiver	pc	170	Socket Adapter Rotatable Adjustment receiver with 4 adjustment set screws Lamination anchor Lamination dummy Stainless Steel Body weight up to: 120 kg							
6	Socket attachment block for thermoplastic socket	pc	100	Detachable connection for thermoplastic socket Suitable for below and above knee prosthetic Two parts Aluminum Body weight up to: 100 kg							
7	Double Adapter Pyramid/Socket	pc	160	Double adapter features pyramid and receiver. Stainless Steel	<table border="1"> <tr> <td>size</td> <td>Qty</td> </tr> <tr> <td>32mm</td> <td>40</td> </tr> <tr> <td>45mm</td> <td>50</td> </tr> </table>	size	Qty	32mm	40	45mm	50
size	Qty										
32mm	40										
45mm	50										

				Non-Adjustable distance Different high (32mm, 45mm, 60mm, 75mm) Body weight up to:120 kg	<table border="1"> <tr> <td>60mm</td> <td>50</td> </tr> <tr> <td>75mm</td> <td>20</td> </tr> <tr> <td>total</td> <td>160</td> </tr> </table>	60mm	50	75mm	20	total	160
60mm	50										
75mm	20										
total	160										
8	Tube Clamp Adapter with Pyramid	pc	70	Tube Clamp Adapter Stainless Steel For tubes Ø 30mm with clamping Pyramid Body weight up to: 100 kg							
9	Translatable Double Tube Sliding Adapter /60	pc	70	The sliding double adapter is above and below with 4 adjustment set screws Connection between two adjustment pyramids For distal and proximal change of angle Additional translation adjustment Stainless steel Body weight up to:100 kg Height: around 60 mm							
10	Translatable Tube Clamp Sliding Adapter	pc	90	For direct mount on tube adapter For additional translational adjustment Clamping unit 4 adjustment set screws 2 tensioning screws Stainless steel Body weight up to :100 kg							
11	Socket Adapter with Pyramid	pc	170	Square shape plate with 4 holes Pyramid Hole at center of pyramid For connection of different modular parts or distal socket ends Stainless steel Body weight up to :120 kg							
12	Socket Adapter with Pyramid Excentric, side		50	Square shape plate with 4 holes Pyramid Hole at center of pyramid For connection of different modular parts or distal socket ends 7 mm axial offset For connection of different modular parts or distal socket ends Stainless steel Body weight up to :120 kg							

13	Socket Adapter with Pyramid Excentric, corner	pc	50	Square shape plate with 4 holes Pyramid Hole at center of pyramid For connection of different modular parts or distal socket ends 5 mm diagonal offset Stainless steel Body weight up to :120 kg	
14	Rotary Socket Adapter with Receiver	pc	25	Stainless steel Square shape plate with 4holes Receiver Rotatable For connection of different modular parts or distal socket ends Body weight up to :120 kg	
15	Rotary Socket Adapter with Pyramid	pc	25	Stainless steel Square shape plate with 4 holes Pyramid Rotatable Hole at center of pyramid For connection of different modular parts or distal socket ends Body weight up to :120 kg	
16	Adjusting Device for Modular Prostheses	pc	5	To be used exclusively for prostheses of the lower extremities Serves as an adjustment aid during fittings Slide possibility in sagittal and frontal planes Adjustment range: 25± mm with calibration Connection of different modular parts or distal socket Aluminum and stainless steel	

Lot 5: Socket Materials

#	Item	Unit	Qty	Description	Notes
1	Orthocryl lamination resin 80:20	kg	230	Lamination Resin For rigid laminates 80% monomers / resin and 20% polymers / thinner Easy to handle	

				The validity period on delivery has at least 6 months									
2	Hardening powder	kg	30	Hardener Powder creates a light and homogenous mix, especially with liquid resins and adhesives, sealing resin The validity period on delivery has at least 6 months									
3	Orthocryl sealing resin	kg	70	For sealing and reinforcing High-strength adhesive bonds acrylic resin Combined with filler material for making putties Very hard The validity period on delivery has at least 6 months									
4	Color	kg	20	Pasty coloring pigments For coloring acrylic resins (max 3%) Color: beige = Caucasian The validity period on delivery has at least 6 months									
5	Carbon fiber stockinet for Below and Above Knee socket	m	120	Carbon fiber braided sleeve For manufacturing of rigid resin laminated sockets For reinforcement of the condyles area and connecting parts with low weight Width:10 and 15cm	<table border="1"> <thead> <tr> <th>Width</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>10 cm</td> <td>70</td> </tr> <tr> <td>15 cm</td> <td>50</td> </tr> <tr> <td>Total</td> <td>120</td> </tr> </tbody> </table>	Width	Qty	10 cm	70	15 cm	50	Total	120
Width	Qty												
10 cm	70												
15 cm	50												
Total	120												
6	carbon fiber cloth	m	50	Carbon Fiber Matting For very rigid two dimensional lamination reinforcements Twill weave:200 g/m ² ±10 Well drapeable Good saturation Suitable for all resin systems Width 100 cm									
7	Fiberglass stockinet	kg	100	Fiberglass Color: White For reinforcements in laminate layers Very elastic High mechanical strength Create a fine and smooth surface Width:10 and 15	<table border="1"> <thead> <tr> <th>size</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>10 cm</td> <td>50</td> </tr> <tr> <td>15 cm</td> <td>50</td> </tr> <tr> <td>total</td> <td>105</td> </tr> </tbody> </table>	size	Qty	10 cm	50	15 cm	50	total	105
size	Qty												
10 cm	50												
15 cm	50												
total	105												
8	Polyester stockinet	kg	300	For fabricating laminates Knitted fabric Finely meshed High strength	<table border="1"> <thead> <tr> <th>size</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>5 cm</td> <td>10</td> </tr> <tr> <td>8 cm</td> <td>40</td> </tr> <tr> <td>10 cm</td> <td>80</td> </tr> </tbody> </table>	size	Qty	5 cm	10	8 cm	40	10 cm	80
size	Qty												
5 cm	10												
8 cm	40												
10 cm	80												

				Polyester Low weight Elastic Color: White Width: 5,8,10,13,15,18cm	<table border="1"> <tr> <td>13 cm</td> <td>80</td> </tr> <tr> <td>15 cm</td> <td>80</td> </tr> <tr> <td>18 cm</td> <td>10</td> </tr> <tr> <td>total</td> <td>300</td> </tr> </table>	13 cm	80	15 cm	80	18 cm	10	total	300
13 cm	80												
15 cm	80												
18 cm	10												
total	300												
9	P.V.A Film	m	700	Polyvinyl alcohol (PVA) Color: transparent PVA Film for processing acrylic and polyester resin tasks, Rolled Water soluble Durable Width:100 cm Thickness:0,08 mm									
10	Coroplast Adhesive Tape	roll	30	For sealing damaged PVC foil Soft-PVC-adhesive tape Color: transparent Adhesive on one side Elastic High adhesion power Width 35mm or more Length 25m or more									
11	Stockinet for Deep Drawing	roll	30	For insulation during deep-drawing and laminating The vacuum stocking helps to work out undercuts during vacuum forming Extremely elastic Very soft Very thin stockings The length per roll is between 22-25 m Polyamide Color: white One width size: 5 till to 60 cm									
12	Plaster of Paris (POP) - plaster bandage	pc	4800	For taking a plaster impression Consists of a cotton substrate coated with a special natural plaster blend Very easy molding Width:15cm Length:2m The validity period on delivery has at least one year									
13	Elastic Bandage	pc	640	Cohesive bandage for compression and support For immobilizing body parts, for fixating bandages and for compression therapy following amputation									

				<p>Features 2 bandage clips; can also be fixated with plaster</p> <p>Strong fabric structure</p> <p>High permanent elasticity</p> <p>Strong restoring force</p> <p>Resistant to unguents and to ageing</p> <p>Washable</p> <p>Width:15cm</p> <p>Length:4.5m</p>	
14	Fiber Glass bandage/ Plastic gypsum roll	Pc	380	<p>Glass fiber fabric</p> <p>To secure PETG-check sockets</p> <p>For light supporting bandages with high stability</p> <p>Hardens completely with water / humidity addition</p> <p>Width:50mm</p> <p>Length:3.6m</p> <p>The validity period on delivery has at least one year</p>	

Lot 6: Inner Socket Materials and Cosmetic

#	Item	Unit	Qty	Description	Notes
1	Polypropylene sheet (PP)	m ²	40	<p>Weldable</p> <p>Deep drawable</p> <p>Suitable for hammering</p> <p>Very low material shrinkage no more than 5%</p> <p>Moldable at approx. 165-190 °C</p> <p>Color: white</p> <p>Sheet =2 m²</p> <p>length: 200 cm width :100 cm</p> <p>Thickness: 4 mm</p>	
2	Polyethylene sheet (PE)	m ²	104	<p>Weldable</p> <p>Deep drawable</p> <p>Suitable for hammering</p> <p>Very low material shrinkage no more than 5%</p> <p>Moldable at approx. 165-175 °C</p> <p>Color: white</p> <p>Sheet =2 m²</p> <p>Length: 200 cm width :100 cm</p> <p>Thickness: 4 mm</p>	
3	PETG sheet	pc	85	<p>For check-sockets and temporary sockets</p> <p>Polyethylene terephthalate</p> <p>Color: transparent</p> <p>Scentless</p>	

				Stiff Thermoforming temperature at approx.: 160 c Thickness: 12 mm±1 Dimensions:40 x 40 cm																													
4	Thermoplastic Deep Drawing	roll	12	Ethylene Vinyl Acetate (EVA) For prostheses sockets Permanent elasticity Deep draw able Skin-friendly Disinfectable Moldable at approx. 120-135 °C Thickness: 4 mm Color: transparent Roll= 5 m ²																													
5	Thermoplastic	pc	75	Ethylene Vinyl Acetate For very flexible inner socket Above knee IC socket Thickness: 15 mm±1 Dimensions:40 x 40 cm Color: milky or translucent Moldable around :135 -150°C																													
6	Foam Cone	pc	160	For Below Knee prostheses soft socket Padding material Thermoplastic moldable Thickness: between 5 - 6.5 mm Distal thickness: between 8-10-15mm, depends on the size 5 different sizes 110 mm : long and thin residual limbs 130 mm : small residual limbs 160 and180 mm : common residual limbs 195 mm : sizeable residual limbs Color: beige = Caucasian	<table border="1"> <thead> <tr> <th>Size</th> <th>Length /mm</th> <th>Proximal Ø</th> <th>QTY</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>305</td> <td>110</td> <td>10</td> </tr> <tr> <td>B</td> <td>500</td> <td>130</td> <td>10</td> </tr> <tr> <td>C</td> <td>400</td> <td>160</td> <td>65</td> </tr> <tr> <td>D</td> <td>500</td> <td>180</td> <td>60</td> </tr> <tr> <td>E</td> <td>510</td> <td>195</td> <td>15</td> </tr> <tr> <td colspan="3">Total</td> <td>160</td> </tr> </tbody> </table>	Size	Length /mm	Proximal Ø	QTY	A	305	110	10	B	500	130	10	C	400	160	65	D	500	180	60	E	510	195	15	Total			160
Size	Length /mm	Proximal Ø	QTY																														
A	305	110	10																														
B	500	130	10																														
C	400	160	65																														
D	500	180	60																														
E	510	195	15																														
Total			160																														
7	Foam Sheet	m ²	50	The proven classic material for soft socket Below Knee Material: PE (foamed polyethylene) Sanding characteristics Thickness: 6 mm Washable Color: beige = Caucasian Temperature recommendation: 130 °C																													
8	Plastazote sheet 3mm	m ²	15	For padding of positioning splints Closed-celled expanded PE (foamed polyethylene) material Washable Molding temperature depending on heat source approx.100-130 °C																													

				Thickness: 3 mm Color: beige = Caucasian																									
9	Plastazote sheet 5mm	m ²	15	For padding of positioning splints Closed-celled expanded PE (foamed polyethylene) material Washable Molding temperature depending on heat source approx.100-130 °C Thickness: 5 mm Color: beige = Caucasian																									
10	Plastazote sheet 10mm	m ²	15	For padding of positioning splints Closed-celled expanded PE (foamed polyethylene) material Washable Molding temperature depending on heat source approx.100-130 °C Thickness: 10 mm Color: beige = Caucasian																									
11	Cosmetic Foam Cover - Below Knee protheses	pc	215	Material: PE (foamed polyethylene) or EVA (foamed ethylene vinyl acetate) For modular and transtibial protheses Not pre-shaped Color: beige = Caucasian Hole Ø 30 mm for tube Length: 45cm ±5cm Depth x width :15 x 15 cm or more																									
12	Cosmetic Foam Cover - Above Knee protheses	pc	175	For modular trans-femoral pre-shaped Material: PE(foamed polyethylene) or EVA(foamed ethylene vinyl acetate) Color: beige = Caucasian Side: for both 4 different sizes Height: 85 cm±5 Calf circumference range: 33-42 cm Thigh proximal end circumference range 54-58 cm	<table border="1"> <thead> <tr> <th>Size</th> <th>Calf</th> <th>Thigh</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>33</td> <td>54</td> <td>15</td> </tr> <tr> <td>B</td> <td>36</td> <td>55</td> <td>50</td> </tr> <tr> <td>C</td> <td>38</td> <td>56</td> <td>55</td> </tr> <tr> <td>D</td> <td>42</td> <td>58</td> <td>55</td> </tr> <tr> <td colspan="3">total</td> <td>175</td> </tr> </tbody> </table>	Size	Calf	Thigh	Qty	A	33	54	15	B	36	55	50	C	38	56	55	D	42	58	55	total			175
Size	Calf	Thigh	Qty																										
A	33	54	15																										
B	36	55	50																										
C	38	56	55																										
D	42	58	55																										
total			175																										
13	Cosmetic stockings for Below Knee protheses	pair	225	Stockings for Below Knee protheses Nylon Color: beige = Caucasian Length: 45 cm ±5																									
14	Cosmetic stockings for Above Knee protheses	pair	200	Stockings for Above Knee protheses Nylon Color: beige = Caucasian Length: 80cm±5																									
15	Flat Rubber Valve	pc	175	Flat Rubber Valve Plastic Pin Seat ring tapered valve pin																									

				made of plastic and thumb flap Ø 40mm±1 Tube with Seat Ring: for valves with outer Ø 40 mm±1 Inner Ø x outer Ø: 24 x 28 mm±1																																				
16	Screw Valve	pc	125	For both Above Knee socket laminations and the thermoplastic Included 2 dummies that fit the thermoplastic and lamination Aluminum and plastic Ø 40mm±5																																				
17	Donning Aid	pc	200	For trans femoral prostheses with valve opening Pull-through aid for additional help Material: polyamide Durable Suitable for machine washing 5 different sizes(S,M,L,XL,XXL)	<table border="1"> <thead> <tr> <th>size</th> <th>Stump circ. distal up to</th> <th>Stump circ. proximal up to</th> <th>Length of donning aid</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>S</td> <td>26 cm</td> <td>44 cm</td> <td>50 cm</td> <td>15</td> </tr> <tr> <td>M</td> <td>28 cm</td> <td>56 cm</td> <td>50 cm</td> <td>50</td> </tr> <tr> <td>L</td> <td>30 cm</td> <td>68 cm</td> <td>50 cm</td> <td>50</td> </tr> <tr> <td>XI</td> <td>36 cm</td> <td>76 cm</td> <td>52 cm</td> <td>60</td> </tr> <tr> <td>XX L</td> <td>38 cm</td> <td>88 cm</td> <td>60 cm</td> <td>25</td> </tr> <tr> <td colspan="4">total</td> <td>200</td> </tr> </tbody> </table>	size	Stump circ. distal up to	Stump circ. proximal up to	Length of donning aid	Qty	S	26 cm	44 cm	50 cm	15	M	28 cm	56 cm	50 cm	50	L	30 cm	68 cm	50 cm	50	XI	36 cm	76 cm	52 cm	60	XX L	38 cm	88 cm	60 cm	25	total				200
size	Stump circ. distal up to	Stump circ. proximal up to	Length of donning aid	Qty																																				
S	26 cm	44 cm	50 cm	15																																				
M	28 cm	56 cm	50 cm	50																																				
L	30 cm	68 cm	50 cm	50																																				
XI	36 cm	76 cm	52 cm	60																																				
XX L	38 cm	88 cm	60 cm	25																																				
total				200																																				

Lot 7: Equipment & others

#	Item	Unit	Qty	Description	Notes
1	Plaster Casting Set for lower limb amputation	set	1	Enables the manufacture of thigh plaster negative casts with ischial containment socket Thigh form rings under body load (44 pcs right/left and different sizes) Leg form rings under body load (4 pcs) Mobile use with transport castors and –handle attached to the baseplate Adjustment lever provides height settings of the casting apparatus by crank handle Dimensions W x D x H: 90 cm x 60 cm x 112 cm Supporting device for the above knee rings connection is included	

2	Temporary Socket for Above Knee amputation	set	4	<p>Used as part of temporary prosthesis Used for adults</p> <p>Socket can be adjusted closing which allows an easy fitting for patients with recent above knee amputation.</p> <p>Socket height from perineum till socket end = 26,5 cm</p> <p>Sockets comes with six different sizes which cover circumferences of residual limb base between 34 – 63 cm for each side</p> <p>Consist of two pieces the socket (made of plastic) and the linking device (made of metal)</p> <p>Each set consist of six different sizes for each side (Total 12 sockets with its related 12 linking devices)</p>	
3	Cosmetic Foam Shaper	pc	5	<p>For soft cosmetic foam finishing</p> <p>The steel bristles are elastically embedded</p> <p>Combining the advantages of a wire brush with those of conventional sanding carving tools in the shaping process</p> <p>Thread 5/8 inch of socket router</p> <p>Diameter: 70 mm</p> <p>Length: 130 mm</p>	

Notes:

- The bidder must clarify all the specifications required of each item through the manufacturer's catalog, which must be attached when submitting the procurement documents.
- The bidder should be working in the field of prosthetics or medical devices for a period of not less than two years or have a relationship with a company operating in this field.
- The bidder must present European quality certificates and item's related catalogs.
- The user manual of each item must be attached upon delivery.
- The bidder must comply with the manufacturer's warranty for each item clause and at least one year for the entire contract items.

Section 5b: Other Related Requirements

Further to the Schedule of Requirements in the preceding Table, Bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfillment of the requirements: *[check the condition that applies to this ITB, delete the entire row if condition is not applicable to the goods being procured]*

Delivery Term [INCOTERMS 2010] <i>(Pls. link this to price schedule)</i>	DAP
Exact Address of Delivery/Installation Location	Damascus city
Mode of Transport Preferred	Sea/Land
UNDP Preferred Freight Forwarder, if any	N/A
Distribution of shipping documents <i>(if using freight forwarder)</i>	N/A
Customs, if required, clearing shall be done by:	UNDP
Ex-factory / Pre-shipment inspection	N/A
Inspection upon delivery	Yes
Installation Requirements	N/A
Testing Requirements	N/A
Scope of Training on Operation and Maintenance	N/A
Commissioning	N/A
Warranty Period	One year back to base warranty for any defected item.
Local Service Support	N/A
Technical Support Requirements	N/A
After-sale services Requirements	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of One year
Payment Terms <i>(max. advanced payment is 20% as per UNDP policy)</i>	100% within 30 days upon UNDP's acceptance of the goods delivered as specified and receipt of invoice
Conditions for Release of Payment	<input checked="" type="checkbox"/> Inspection upon arrival at destination <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	English

Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS 22.

Technical Bid:

Have you duly completed all the Returnable Bidding Forms?	
▪ Form A: Bid Submission Form	<input type="checkbox"/>
▪ Form B: Bidder Information Form	<input type="checkbox"/>
▪ Form C: Joint Venture/Consortium/ Association Information Form	<input type="checkbox"/>
▪ Form D: Qualification Form	<input type="checkbox"/>
▪ Form E: Format of Technical Bid/Bill of Quantities	<input type="checkbox"/>
▪ Form G: Form of Bid Security	
▪ [Add other forms as necessary]	<input type="checkbox"/>
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>

Price Schedule:

▪ Form F: Price Schedule Form	<input type="checkbox"/>
-------------------------------	--------------------------

Form A: Bid Submission Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

We, the undersigned, offer to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert ITB Reference Number] and our Bid. We hereby submit our Bid, which includes this Technical Bid and Price Schedule.

Our attached Price Schedule is for the sum of [Insert amount in words and figures and indicate currency].

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

- a) 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;
- b) 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;
- c) have no conflict of interest in accordance with Instruction to Bidders Clause 4;
- d) do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
- e) 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;
- f) undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, 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 embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the UNDP.

We offer to supply the goods and related services in conformity with the Bidding documents, including the UNDP General Conditions of Contract and in accordance with the Schedule of Requirements and Technical Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should UNDP accept this Bid.

Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the Bidder]

Form B: Bidder Information Form

Legal name of Bidder	[Complete]
Legal address	[Complete]
Year of registration	[Complete]
Bidder's Authorized Representative Information	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UGNM vendor number]
Are you a UNDP vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UNDP vendor number]
Countries of operation	[Complete]
No. of full-time employees	[Complete]
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	[Complete]
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):	[Complete]
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	[Complete]
Does your organization demonstrates 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	[Complete]
Is your company a member of the UN Global Compact	[Complete]
Contact person that UNDP may contact for requests for	Name and Title: [Complete] Telephone numbers: [Complete]

clarifications during Bid evaluation	Email: [Complete]
Please attach the following documents:	<ul style="list-style-type: none"> ▪ Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods and/or services being procured ▪ Certificate of Incorporation/ Business Registration. ▪ Catalogues for all equipment and materials provided. ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any ▪ Warranty Statement confirmed the ability to provide a Warranty on Parts and Labor for minimum period of one year from the full delivery. ▪ Latest audited financial statement (income statement and Balance Sheet) including Auditor’s Report for the last three years. ▪ Statement of satisfactory performance from the top (1) client in terms of Contract value. ▪ Proof of minimum two years’ experience in similar works . ▪ List and value of projects performed by the bidder with similar nature and complexity, plus client’s contact details who may be contacted for further information on those contracts. ▪ Catalogues for all equipment and materials provided.

Form C: Joint Venture/Consortium/Association Information Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information <i>(address, telephone numbers, fax numbers, e-mail address)</i>	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed
1	[Complete]	[Complete]
2	[Complete]	[Complete]
3	[Complete]	[Complete]

Name of leading partner (with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)	[Complete]
--	------------

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

Letter of intent to form a joint venture **OR** JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Form D: Eligibility and Qualification Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

If JV/Consortium/Association, to be completed by each partner.

History of Non- Performing Contracts

<input type="checkbox"/> Non-performing contracts did not occur during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 3 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (in US\$)	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

Please list only previous similar assignments successfully completed in the last 3 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by UNDP.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken

Bidders may also attach their own Project Data Sheets with more details for assignments above.

Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Annual Turnover for the last 3 years	Year	USD
	Year	USD
	Year	USD
Latest Credit Rating (if any), indicate the source		

Financial information (in US\$ equivalent)	Historic information for the last 3 years		
	Year 1	Year 2	Year 3
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- a) Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
- b) Historic financial statements must be audited by a certified public accountant;
- c) Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

Form E: Format of Technical Bid

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

The Bidder's Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder's qualification, capacity and expertise

- 1.1 General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).
- 1.2 Relevance of specialized knowledge and experience on similar engagements done in the region/country.
- 1.3 Quality assurance procedures and risk mitigation measures.
- 1.4 Organization's commitment to sustainability.

SECTION 2: Scope of Supply, Technical Specifications, and Related Services

This section should demonstrate the Bidder's responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

- 2.1 A detailed description of how the Bidder will deliver the required goods and services, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
- 2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
- 2.3 The bid shall also include details of the Bidder's internal technical and quality assurance review mechanisms.
- 2.4 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
- 2.5 Demonstrate how you plan to integrate sustainability measures in the execution of the contract.

SECTION 3: Management Structure and Key Personnel

- 3.1 Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.
- 3.2 Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the scope of goods and/or services.

Goods and services to be Supplied and Technical Specifications		Your response				
		Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
		Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة		Offered items البنود المقدمة				
Lot. 1						
SACH Foot	SACH foot: Modular Low profile K2 activity Integrated pyramid adapter Corrosion-resistant material Not affected by water and moisture The inner part can be removed from the cover(shell) Foot shell with split Toe Heel height 10 ±1 mm Foot-shell color: beige = Caucasian Body weight up to: 100 kg (size:21-25)cm Body weight up to: 125 kg (size:26-27-28)cm					
Single Axis Foot	Single axis foot: Modular Foot made of polyurethane Core made of wood Natural shape with toes Not split Toe Two holes for adapter connection Size:22-28cm					

	Heel height 10 ±1 mm Color: beige = Caucasian Body weight up to: 100 kg					
Single Axis Foot Adapter	Single-Axis-Foot Adapter: Modular Fit the item nu. 2 single axis foot with two holes Two sizes (small for feet 22-25 and big for 26-28) With rubber bumper Lower bearing shell Stainless-steel Body weight up to: 120 kg					
Rubber Bumper	Rubber cone for item nu. 3 single axis foot adapter High density Body weight up to: 100 kg					

Goods and services to be Supplied and Technical Specifications	Your response				
	Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة	Offered items البنود المقدمة				
Lot. 2					
Safety knee	Modular monocentric knee joint Friction brake K1-2 activity Extension assist Protective sleeve made of flexible plastic Durable cable Distal connection: pyramid Proximal connection: pyramid Stainless steel Flexion angle no less than 150° Body weight up to : 100 kg				
Four bar polycentric knee	Modular 4-Bar Linkage Knee Joint K1-2 activity Stainless Steel Integrated extension assist Distal connection: pyramid				

	Proximal connection: pyramid Flexion angle no less than :110° Overall weight around 700 g±50 Body weight up to :120 kg					
Pneumatic 4-bar polycentric knee joint	Modular 4-Bar Linkage Knee Joint K2-3 activity Aluminum Extension/Flexion adjustment Pneumatic Swing Phase control Extension Assist Stability Adjustment Distal connection: tube clamp Ø 30 mm Proximal connection: pyramid Flexion angle no less than :145° Overall length:200mm±20 Overall weight 700 g±50 Body weight up to :100 kg					
Single Axis knee joint-with Manuel lock	Modular single axis knee joint, with lock and extension assist The adjustable lock secures the joint in extension The lock is released using the lock cable Locking occurs automatically at full extension with assistance from the extension assist spring K 1 activity Stainless Steel Distal connection: pyramid Proximal connection: pyramid Flexion angle no less than :120° Overall weight around 550 g±25 Body weight up to : 125 kg					

Goods and services to be Supplied and Technical Specifications	Your response				
	Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة	Offered items البنود المقدمة				
Lot. 3					

Gel Liner with Distal Connection for Below knee amputees	Seamless knitted fabric Soft gel Thickness: anterior wall thickness 6 mm, posterior wall thickness 3 mm With distal connection 5 different sizes fit circumferences between (20-37 cm measured 6 cm proximal to the distal end of the residual limb)					
Gel liner without Distal Connection for below Knee amputees	Seamless knitted fabric Soft gel Thickness: anterior wall thickness 6 mm, posterior wall thickness 3 mm Without distal connection 5 different sizes fit circumferences between (20-37 cm measured 6 cm proximal to the distal end of the residual limb)					
Sleeve	Seamless knitted fabric 30° pre-flexion Soft gel Thickness: 3mm 3 different sizes Measurements are taken the thigh circumference 10 cm above center of the knee					
Gel Liner with 4 Rings for Above Knee amputees	Seamless knitted fabric Soft gel Thickness: 3 mm ±0.5 4 rings begin about 12 cm from the center of the distal end Size: 4 different sizes at least fit circumferences between (26-43 cm measured 6 cm proximal to the distal end of the residual limb)					
Silicone Liner with 5 Rings for above knee amputees	Fabric cover Silicone Thickness:3 mm ±1 Conical 3 different sizes fit circumferences between 30-35 cm measured 4 cm proximal to the distal end of the residual limb Liner size (30 - 32- 34) 5 rings begin about 10 cm from the center of the distal end					

<p>Clutch Lock with pyramid adapter</p>	<p>To be used exclusively for prostheses of the lower extremities Applicable for below Knee and above knee sockets Suitable for both thermoplastic and laminated sockets With geared pin Aluminum alloy made Activity level 1 to 4 Built-in height: Not more than 35 mm With distal pyramid adapter Easy cleaning and exchange of complete lock unit Lamination anchor included Lamination dummy included Body weight up to: 120 kg</p>					
<p>Clutch Lock flat</p>	<p>To be used exclusively for prostheses of the lower extremities With geared pin Aluminum alloy made Activity level 1 to 4 Built-in height: Not more than 30 mm Light weight Flat construction Lamination disc included Lamination dummy included Body weight up to: 120 kg</p>					
<p>Clutch lock internal</p>	<p>To be used exclusively for prostheses of the lower extremities suitable for both thermoplastic and laminated sockets With geared pin Plastic housing plastic housing is temperature resistant up to 200 °C Activity level 1 to 4 Built-in height: Not more than 35 mm locking unit is completely exchangeable Easy cleaning and replacing of complete locking unit is possible without dismantling the prostheses Lamination dummy included Body weight up to: 100 kg</p>					

4 holes plate	<p>Lamination Disc To be used exclusively for prostheses of the lower extremities To be used with item nu. 8: clutch lock internal It connects the socket (with item nu. 8: Clutch lock internal) with 4-hole-socket adapter Round shape Aluminum alloy made Activity level 1 to 4 Construction height :9 mm Lamination dummy included Body weight up to: 125 kg</p>					
---------------	--	--	--	--	--	--

Goods and services to be Supplied and Technical Specifications	Your response				
	Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة	Offered items البنود المقدمة				

Lot. 4

Tube Adapter Long for Above Knee prosthesis	<p>Tube adapter stainless steel with 4 adjustment set screws Light alloy tube Ø 30 mm Thickness: 2mm±0.5 Height::400 mm±30 Body weight up to:100 kg</p>					
Tube Adapter Short for Below Knee Prosthesis	<p>Tube adapter stainless steel Light alloy tube Ø 30 Thickness: 2mm±0.5 Height: 200 mm±20 Body weight up to:100 kg</p>					
Tube clamp adapter	<p>Tube Clamp Adapter Stainless Steel For tubes Ø 30mm with clamping unit</p>					

	System height: 30 mm±5 Body weight up to: 100 kg					
Socket adapter / Below Knee amputees	Socket Adapter with pyramid Stainless Steel Lamination anchor Lamination dummy With hole Body weight up to: 120 kg					
Socket Adapter rotatable / Above Knee amputees receiver	Socket Adapter Rotatable Adjustment receiver with 4 adjustment set screws Lamination anchor Lamination dummy Stainless Steel Body weight up to: 120 kg					
Socket attachment block for thermoplastic socket	Detachable connection for thermoplastic socket Suitable for below and above knee prosthetic Two parts Aluminum Body weight up to: 100 kg					
Double Adapter Pyramid /Socket	Double adapter features pyramid and receiver. Stainless Steel Non-Adjustable distance Different high (32mm, 45mm, 60mm, 75mm) Body weight up to:120 kg					
Tube Clamp Adapter with Pyramid	Tube Clamp Adapter Stainless Steel For tubes Ø 30mm with clamping Pyramid Body weight up to: 100 kg					
Translatable Double Tube Sliding Adapter /60	The sliding double adapter is above and below with 4 adjustment set screws Connection between two adjustment pyramids For distal and proximal change of angle Additional translation adjustment Stainless steel Body weight up to:100 kg					

	Height: around 60 mm					
Translatable Tube Clamp Sliding Adapter	<p>For direct mount on tube adapter</p> <p>For additional translational adjustment</p> <p>Clamping unit</p> <p>4 adjustment set screws</p> <p>2 tensioning screws</p> <p>Stainless steel</p> <p>Body weight up to :100 kg</p>					
Socket Adapter with Pyramid	<p>Square shape plate with 4 holes</p> <p>Pyramid</p> <p>Hole at center of pyramid</p> <p>For connection of different modular parts or distal socket ends</p> <p>Stainless steel</p> <p>Body weight up to :120 kg</p>					
Socket Adapter with Pyramid Eccentric, side	<p>Square shape plate with 4 holes</p> <p>Pyramid</p> <p>Hole at center of pyramid</p> <p>For connection of different modular parts or distal socket ends</p> <p>7 mm axial offset</p> <p>For connection of different modular parts or distal socket ends</p> <p>Stainless steel</p> <p>Body weight up to :120 kg</p>					
Socket Adapter with Pyramid Eccentric, corner	<p>Square shape plate with 4 holes</p> <p>Pyramid</p> <p>Hole at center of pyramid</p> <p>For connection of different modular parts or distal socket ends</p> <p>5 mm diagonal offset</p> <p>Stainless steel</p> <p>Body weight up to :120 kg</p>					
Rotary Socket Adapter with Receiver	<p>Stainless steel</p> <p>Square shape plate with 4holes</p> <p>Receiver</p> <p>Rotatable</p> <p>For connection of different modular parts or distal socket ends</p> <p>Body weight up to :120 kg</p>					
Rotary Socket Adapter with Pyramid	<p>Stainless steel</p> <p>Square shape plate with 4 holes</p> <p>Pyramid</p> <p>Rotatable</p> <p>Hole at center of pyramid</p> <p>For connection of different</p>					

	modular parts or distal socket ends Body weight up to :120 kg					
Adjusting Device for Modular Prostheses	To be used exclusively for prostheses of the lower extremities Serves as an adjustment aid during fittings Slide possibility in sagittal and frontal planes Adjustment range: 25± mm with calibration Connection of different modular parts or distal socket Aluminum and stainless steel					

Goods and services to be Supplied and Technical Specifications		Your response				
		Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
		Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة		Offered items البنود المقدمة				
Lot. 5						
Orthocryl lamination resin 80:20	Lamination Resin For rigid laminates 80% monomers / resin and 20% polymers / thinner Easy to handle The validity period on delivery has at least 6 months					
Hardening powder	Hardener Powder creates a light and homogenous mix, especially with liquid resins and adhesives, sealing resin The validity period on delivery has at least 6 months					
Orthocryl sealing resin	For sealing and reinforcing High-strength adhesive bonds acrylic resin Combined with filler material for making putties Very hard The validity period on delivery has at least 6 months					

Color	<p>Pasty coloring pigments For coloring acrylic resins (max 3%) Color: beige = Caucasian The validity period on delivery has at least 6 months</p>					
Carbon fiber stockinet for Below and Above Knee socket	<p>Carbon fiber braided sleeve For manufacturing of rigid resin laminated sockets For reinforcement of the condyles area and connecting parts with low weight Width:10 and 15cm</p>					
carbon fiber cloth	<p>Carbon Fiber Matting For very rigid two dimensional lamination reinforcements Twill weave:200 g/m²±10 Well drapeable Good saturation Suitable for all resin systems Width 100 cm</p>					
Fiberglass stockinet	<p>Fiberglass Color: White For reinforcements in laminate layers Very elastic High mechanical strength Create a fine and smooth surface Width:10 and 15</p>					
Polyester stockinet	<p>For fabricating laminates Knitted fabric Finely meshed High strength Polyester Low weight Elastic Color: White Width: 5,8,10,13,15,18cm</p>					
P.V.A Film	<p>Polyvinyl alcohol (PVA) Color: transparent PVA Film for processing acrylic and polyester resin tasks, Rolled Water soluble Durable Width:100 cm Thickens:0,08 mm</p>					

Coroplast Adhesive Tape	<p>For sealing damaged PVC foil</p> <p>Soft-PVC-adhesive tape</p> <p>Color: transparent</p> <p>Adhesive on one side</p> <p>Elastic</p> <p>High adhesion power</p> <p>Width 35mm or more</p> <p>Length 25m or more</p>					
Stockinet for Deep Drawing	<p>For insulation during deep-drawing and laminating</p> <p>The vacuum stocking helps to work out undercuts during vacuum forming</p> <p>Extremely elastic</p> <p>Very soft</p> <p>Very thin stockings</p> <p>The length per roll is between 22-25 m</p> <p>Polyamide</p> <p>Color: white</p> <p>One width size: 5 till to 60 cm</p>					
Plaster of Paris (POP) - plaster bandage	<p>For taking a plaster impression</p> <p>Consists of a cotton substrate coated with a special natural plaster blend</p> <p>Very easy molding</p> <p>Width:15cm</p> <p>Length:2m</p> <p>The validity period on delivery has at least one year</p>					
Elastic Bandage	<p>Cohesive bandage for compression and support</p> <p>For immobilizing body parts, for fixating bandages and for compression therapy following amputation</p> <p>Features 2 bandage clips; can also be fixated with plaster</p> <p>Strong fabric structure</p> <p>High permanent elasticity</p> <p>Strong restoring force</p> <p>Resistant to unguents and to ageing</p> <p>Washable</p> <p>Width:15cm</p> <p>Length:4.5m</p>					
Fiber Glass	<p>Glass fiber fabric</p> <p>To secure PETG-check sockets</p>					

bandage/ Plastic gypsum roll	For light supporting bandages with high stability Hardens completely with water / humidity addition Width:50mm Length:3.6m The validity period on delivery has at least one year					
		Your response				
		Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
		Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة		Offered items البنود المقدمة				
Lot. 6						
Polypropylene sheet (PP)	Weldable Deep drawable Suitable for hammering Very low material shrinkage no more than 5% Moldable at approx. 165-190 °C Color: white Sheet =2 m ² length: 200 cm width :100 cm Thickness: 4 mm					
Polyethylene sheet (PE)	Weldable Deep drawable Suitable for hammering Very low material shrinkage no more than 5% Moldable at approx. 165-175 °C Color: white Sheet =2 m ² Length: 200 cm width :100 cm Thickness: 4 mm					
PETG sheet	For check-sockets and temporary sockets Polyethylene terephthalate Color: transparent Scentless Stiff					

	<p>Thermoforming temperature at approx.: 160 c Thickness: 12 mm±1 Dimensions:40 x 40 cm</p>					
Thermo plastic Deep Drawing	<p>Ethylene Vinyl Acetate (EVA) For prostheses sockets Permanent elasticity Deep draw able Skin-friendly Disinfectable Moldable at approx. 120-135 °C Thickness: 4 mm Color: transparent Roll= 5 m²</p>					
Thermo plastic	<p>Ethylene Vinyl Acetate For very flexible inner socket Above knee IC socket Thickness: 15 mm±1 Dimensions:40 x 40 cm Color: milky or translucent Moldable around :135 -150°C</p>					
Foam Cone	<p>For Below Knee prostheses soft socket Padding material Thermoplastic moldable Thickness: between 5 - 6.5 mm Distal thickness: between 8-10-15mm, depends on the size 5 different sizes 110 mm : long and thin residual limbs 130 mm : small residual limbs 160 and180 mm : common residual limbs 195 mm : sizeable residual limbs Color: beige = Caucasian</p>					
Foam Sheet	<p>The proven classic material for soft socket Below Knee Material: PE (foamed polyethylene) Sanding characteristics Thickness: 6 mm Washable Color: beige = Caucasian Temperature recommendation: 130 °C</p>					
Plastazote sheet	<p>For padding of positioning splints Closed-celled expanded PE</p>					

3mm	(foamed polyethylene) material Washable Molding temperature depending on heat source approx.100-130 °C Thickness: 3 mm Color: beige = Caucasian					
Plastazote sheet 5mm	For padding of positioning splints Closed-celled expanded PE (foamed polyethylene) material Washable Molding temperature depending on heat source approx.100-130 °C Thickness: 5 mm Color: beige = Caucasian					
Plastazote sheet 10mm	For padding of positioning splints Closed-celled expanded PE (foamed polyethylene) material Washable Molding temperature depending on heat source approx.100-130 °C Thickness: 10 mm Color: beige = Caucasian					
Cosmetic Foam Cover - Below Knee prostheses	Material: PE (foamed polyethylene) or EVA (foamed ethylene vinyl acetate) For modular and transtibial prostheses Not pre-shaped Color: beige = Caucasian Hole Ø 30 mm for tube Length: 45cm ±5cm Depth x width :15 x 15 cm or more					
Cosmetic Foam Cover - Above Knee prostheses	For modular trans-femoral pre-shaped Material: PE(foamed polyethylene) or EVA(foamed ethylene vinyl acetate) Color: beige = Caucasian Side: for both 4 different sizes Height: 85 cm±5 Calf circumference range: 33-42 cm Thigh proximal end circumference range 54-58 cm					
Cosmetic stocking	Stockings for Below Knee prostheses Nylon					

s for Below Knee prostheses	Color: beige = Caucasian Length: 45 cm ±5					
Cosmetic stockings for Above Knee prostheses	Stockings for Above Knee prostheses Nylon Color: beige = Caucasian Length: 80cm±5					
Flat Rubber Valve	Flat Rubber Valve Plastic Pin Seat ring tapered valve pin made of plastic and thumb flap Ø 40mm±1 Tube with Seat Ring: for valves with outer Ø 40 mm±1 Inner Ø x outer Ø: 24 x 28 mm±1					
Screw Valve	For both Above Knee socket laminations and the thermoplastic Included 2 dummies that fit the thermoplastic and lamination Aluminum and plastic Ø 40mm±5					
Donning Aid	For trans femoral prostheses with valve opening Pull-through aid for additional help Material: polyamide Durable Suitable for machine washing 5 different sizes(S,M,L,XL,XXL)					

Goods and services to be Supplied and Technical Specifications	Your response				
	Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Type no. & Country of Origin
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Required items البنود المطلوبة	Offered items البنود المقدمة				
Lot. 7					

<p>Plaster Casting Set for lower limb amputation</p>	<p>Enables the manufacture of thigh plaster negative casts with ischial containment socket Thigh form rings under body load (44 pcs right/left and different sizes) Leg form rings under body load (4 pcs) Mobile use with transport castors and –handle attached to the baseplate Adjustment lever provides height settings of the casting apparatus by crank handle Dimensions W x D x H: 90 cm x 60 cm x 112 cm Supporting device for the above knee rings connection is included</p>					
<p>Temporary Socket for Above Knee amputation</p>	<p>Used as part of temporary prosthesis Used for adults Socket can be adjusted closing which allows an easy fitting for patients with recent above knee amputation. Socket height from perineum till socket end = 26,5 cm Sockets comes with six different sizes which cover circumferences of residual limb base between 34 – 63 cm for each side Consist of two pieces the socket (made of plastic) and the linking device (made of metal) Each set consist of six different sizes for each side (Total 12 sockets with its related 12 linking devices)</p>					
<p>Cosmetic Foam Shaper</p>	<p>For soft cosmetic foam finishing The steel bristles are elastically embedded Combining the advantages of a wire brush with those of conventional sanding carving tools in the shaping process Thread 5/8 inch of socket router Diameter: 70 mm Length: 130 mm</p>					

Other Related services and requirements <i>(based on the information provided in Section 5b)</i>	Compliance with requirements		Details or comments on the related requirements
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>	
Delivery location in the mentioned location Damascus City			
Validity of offer for 90 days			
Delivery period in 3 months			
Previous Experience in similar projects 2 years			
Number of similar contracts: minimum two contracts			

Format for CV of Proposed Key Personnel

Name of Personnel	[Insert]
Position for this assignment	[Insert]
Nationality	[Insert]
Language proficiency	[Insert]
Education/Qualifications	<i>[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]</i>
	[Insert]
Professional certifications	<i>[Provide details of professional certifications relevant to the scope of goods and/or services]</i>
	<ul style="list-style-type: none"> ▪ Name of institution: [Insert] ▪ Date of certification: [Insert]
Employment Record/Experience	<i>[List all positions held by personnel (starting with present position, list in reverse order), giving dates, names of employing organization, title of position held and location of employment. For experience in last five years, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]</i>
	[Insert]
References	<i>[Provide names, addresses, phone and email contact information for two (2) references]</i>
	Reference 1: [Insert] Reference 2: [Insert]

I, the undersigned, certify that to the best of my knowledge and belief, the data provided above correctly describes my qualifications, my experiences, and other relevant information about myself.

Signature of Personnel

Date (Day/Month/Year)

FORM F: Price Schedule Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

The Bidder is required to prepare the Price Schedule following the below format. The Price Schedule must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Any estimates for cost-reimbursable items, such as travel of experts and out-of-pocket expenses, should be listed separately.

Currency of the Bid: [Insert Currency]

Lot. 1

#	Lot/Group	Description/Specifications of Goods	Qty	Unit	Unit Price	Total
1	Prosthetic Feet	SACH	180	PC		
2		single axis Foot	160	PC		
3		Single Axis Foot Adapter	160	PC		
4		Rubber Bumper	330	PC		
TOTAL Lot 1						
FCA charges, if any						
Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>						
Transportation/Delivery Cost						
Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)						
Other Costs						
GRAND TOTAL Lot 1						

Lot. 2

#	Lot/Group	Description/Specifications of Goods	Qty	Unit	Unit Price	Total
1	Prosthetic Knees	safety knee	20	PC		
2		Four bar polycentric knee	100	PC		
3		pneumatic polycentric knee joint	25	PC		
4		Single Axis knee joint-with Manuel lock	5	PC		
	TOTAL Lot 2					
	FCA charges, if any					
	Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>					
	Transportation/Delivery Cost					
	Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)					
	Other Costs					
	GRAND TOTAL Lot 2					

Lot. 3

#	Lot/Group	Description/Specifications of Goods	Qty	Unit	Unit Price	Total
1	Liners and Locks	Gel Liner with Distal Connection	240	PC		
2		Gel liner with Cushion	200	PC		
3		Sleeve	200	PC		
4		Gel Liner with 4 Rings for AK	100	PC		
5		Silicone Liner with 5 Rings for AK	45	PC		
6		Clutch Lock	110	PC		
7		Clutch flat	30	PC		
8		clutch lock internal	65	PC		
9		4 holes plate	65	PC		
	TOTAL Lot 3					
	FCA charges, if any					
	Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>					
	Transportation/Delivery Cost					
	Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)					
	Other Costs					
	GRAND TOTAL Lot 3					

Lot. 4

#	Lot/Group	Description/Specifications of Goods	Qty	Unit	Unit Price	Total
1	Adapters	Tube adapters long for AK	185	PC		
2		Tube adapters short for BK	205	PC		
3		Tube clamp adapters	350	PC		
4		Socket adapter/BK	150	PC		
5		Socket adapter rotatable /AK pyramid receiver +dummy	170	PC		
6		Socket attachment block for thermoplastic socket	100	PC		
7		Double adapter non Adjustable	160	PC		
8		Tube Clamp Adapter with Pyramid	70	PC		
9		Translatable Double Tube Sliding Adapter 60mm	70	PC		
10		Translatable Tube Clamp Sliding Adapter	90	PC		
11		Socket Adapter with Pyramid/square shape plate	170	PC		
12		Socket Adapter with Pyramid/square shape plate	50	PC		
13		Socket Adapter with Pyramid/square shape plate	50	PC		
14		Rotary Socket Adapter with Receiver/square shape plate	25	PC		
15		Rotary Socket Adapter with Pyramid	25	PC		
16		Adjusting Device for Modular Protheses	5	PC		
	TOTAL Lot 4					
	FCA charges, if any					
	Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>					
	Transportation/Delivery Cost					
	Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)					
	Other Costs					
	GRAND TOTAL Lot 4					

Lot. 5

#	Lot/Group	Description/Specifications of Goods	Qty	Unit	Unit Price	Total
1	Socket Materials	Orthocryl lamination resin 80:20 pro	230	kg		
2		Hardening powder	30	kg		
3		Orthocryl sealing resin	70	kg		
4		color	20	kg		
5		carbon fiber stockinet	120	m		
6		carbon fiber	50	m		
7		Fiberglass stockinet	100	kg		
8		Polyester stockinet	300	kg		
9		P.V.A	700	m		
10		coroplast	30	pc		
11		Stockinet for Deep Drawing	30	Roll		
12		plaster of Paris (POP)	4,800	pc		
13		Elastic Bandage	640	pc		
14		Fiber Glass bandage/ Plastic gypsum roll	380	pc		
	TOTAL Lot 5					
	FCA charges, if any					
	Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>					
	Transportation/Delivery Cost					
	Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)					
	Other Costs					
	GRAND TOTAL Lot 5					

Lot. 6

#	Lot/Group	Description/Specifications of Goods	Unit	Quantity	Unit Price	Total
1	Inner Socket Materials and Cosmetic	Polypropylene (PP)	40	m2		
2		Polyethylene (PE)	104	m2		
3		PETG sheet	85	pc		
4		Thermoplastic Deep Drawing	12	Roll		
5		Thermoplastic	75	pc		
6		Foam Cone	160	pc		
7		Foam Sheet	50	m2		
8		Plastazote sheet	15	m3		
9		Plastazote sheet	15	m4		
10		Plastazote sheet	15	m2		
11		Cosmetic Foam cover BK/plastsote	215	pc		
12		Cosmetic Foam cover AK/plastsote	175	pc		
13		stockings for BK prostheses	225	pair		
14		stockings for AK prostheses	200	pair		
15		Flat Rubber Valve	175	pc		
16		Screw Valve	125	pc		
17		Easy Fit donning sheath	200	pc		
	TOTAL Lot 6					
	FCA charges, if any					
	Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>					
	Transportation/Delivery Cost					
	Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)					
	Other Costs					
	GRAND TOTAL Lot 6					

Lot. 7

#	Lot/Group	Description/Specifications of Goods	Qty	Unit	Unit Price	Total
1	Equipment	AK-Plaster Casting Set	1	set		
2		temporary socket AK	4	set		
3		Cosmetic Foam Shaper	5	PC		
TOTAL Lot 7						
FCA charges, if any						
Bid Subtotal FCA (Incoterms 2010) <i>(please state FCA International Airport, Sea Port, etc.):</i>						
Transportation/Delivery Cost						
Bid Total DAP, off-loaded/cleared, Damascus Countryside, Syria (Incoterms 2010)						
Other Costs						
GRAND TOTAL Lot 7						

FORM G: Form of Bid Security

**Bid Security must be issued using the official letterhead of the Issuing Bank.
Except for indicated fields, no changes may be made on this template.**

To: UNDP
[Insert contact information as provided in Data Sheet]

WHEREAS [Name and address of Bidder] (hereinafter called "the Bidder") has submitted a Bid to UNDP dated [Click here to enter a date.](#) to execute goods and/or services [Insert Title of Goods and/or Services] (hereinafter called "the Bid"):

AND WHEREAS it has been stipulated by you that the Bidder shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security if the Bidder:

- a) Fails to sign the Contract after UNDP has awarded it;
- b) Withdraws its Bid after the date of the opening of the Bids;
- c) Fails to comply with UNDP's variation of requirement, as per ITB instructions; or
- d) Fails to furnish Performance Security, insurances, or other documents that UNDP may require as a condition to rendering the contract effective.

AND WHEREAS we have agreed to give the Bidder such Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Bidder, up to a total of *[amount of guarantee] [in words and numbers]*, such sum being payable in the types and proportions of currencies in which the Price Bid is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of *[amount of guarantee as aforesaid]* without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

This guarantee shall be valid up to 30 days after the final date of validity of bids.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Signature: _____

Name: _____

Title: _____

Date: _____

Name of Bank _____

Address _____

[Stamp with official stamp of the Bank]