



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: RFQ/UNDP/HEART/151430/022/2021 – Provision in producing high quality standard slide malaria	Date: 13 August 2021
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

- Section 1: This request letter
- Section 2: RFQ Instructions and Data
- Annex 1: Schedule of Requirements
- Annex 2: Quotation Submission Form
- Annex 3: Technical and Financial Offer

A bidder's conference will be held on:

Date: 19 Aug 2021

Time: 0900 hours (GMT +7, Jakarta Time)

Venue: Zoom Online Meeting

Meeting ID: <https://undp.zoom.us/j/89719586077?pwd=eGFTQys5ZE5SY2x3cGRUaytEUGtVQT09>
(897 1958 6077)

Passcode: 792569

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

Thank you and we look forward to receiving your quotations.

Issued by:

A handwritten signature in black ink, appearing to be 'MK' or similar initials, followed by a horizontal line.

Signature: _____

Name: Martin Kurnia

Title: Procurement Analyst Procurement Analyst

Date: 13 August 2021

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>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 because of this RFQ.</p> <p>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>
Deadline for the Submission of Quotation	<p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> E-tendering <input type="checkbox"/> Dedicated Email Address <input type="checkbox"/> Courier / Hand delivery <p>Other Click or tap here to enter text.</p> <p>For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information.</p> <p style="text-align: center;">The Event ID for etendering system: IDN10 – 00000010120</p> <p>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>
Cost of preparation of quotation	UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without</p>

	<p>consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated, and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p><input checked="" type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p><input type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by [indicate number of days]</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>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> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	<p>Quotations shall be quoted in <input checked="" type="checkbox"/> United States Dollars; <input checked="" type="checkbox"/> Local Currency - IDR (Mandatory for Local Bidders)</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>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</p>

	<p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Profile.</p> <p><input checked="" type="checkbox"/> Registration certificate.</p> <p><input checked="" type="checkbox"/> List and value of projects performed for the last 2 years plus client's contact details who may be contacted for further information on those contracts.</p> <p><input checked="" type="checkbox"/> List and value of ongoing Projects with UNDP and other national/multi-national organization with contact details of clients and current completion ratio of each ongoing project.</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 3 clients including the Ministry of Health in terms of Contract value in similar field.</p> <p><input checked="" type="checkbox"/> Completed and signed CVs for the proposed key Personnel.</p> <p><input checked="" type="checkbox"/> Other Valid registration in performing the required service, ECAMM (External competency assessment for malaria microscopists) certificate of the Principal Investigator in meeting the required qualification mentioned in the TOR, and 2 photos of standard slides ever produced.</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
Price variation	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p> <p>If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote".</p>
Payment Terms	<p><input type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p> <p><input checked="" type="checkbox"/> Other</p>

	No	Deliverables for Core Functions (Main Contract)	Payment Schedule (%)	Due Dates
	1	Results of 150 blood samples and blood slides (from Aceh, Jayapura, Timika, and Jakarta)	20%	September 2021
	2	Result of PCR confirmation for 150 samples	20%	October 2021
	3	Result of cover slides with slips (20,000 slides) and labelling	30%	November 2021
	4	Result of validation by microscopist level 1, packing, and final report	30%	December 2021
		Subtotal	100%	
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection by Sub directorate of Malaria by looking at the conformity of the resulting standard slide with the WHO Malaria microscopy quality assurance manual <input type="checkbox"/> Passing all Testing [specify standard, if possible] <input type="checkbox"/> Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible] <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements <input checked="" type="checkbox"/> upon received of original invoice and all supporting document			
Contact Person for correspondence, notifications and clarifications	E-mail address: armada.pratama@undp.org and yusef.millah@undp.org Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.			
Clarifications	Requests for clarification from bidders will not be accepted any later than 2 days before the submission deadline. Responses to request for clarification will be communicated by email.			
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.			
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Comprehensiveness of after-sales services <input type="checkbox"/> Earliest Delivery /shortest lead time <input checked="" type="checkbox"/> Others as required in Annex 1 – Terms of Reference			
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order			
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.			
Type of Contract to be awarded	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract			
Expected date for contract award.	September 2021			
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.			
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures			

UNGM registration	<p>Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org.</p> <p>The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.</p>
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ANNEX 1: SCHEDULE OF REQUIREMENTS

Term of References Technical Support to Make Malaria Standard Blood Slides

I. Background

Malaria is a current major public health problem. This infectious disease not only can reduce labor productivity but also mortality and morbidity for infants, toddlers, and pregnant women. Sustainable Development Goals (SDGs) still includes malaria elimination as one of target indicators (Goal 3.3) to achieve in 2030. As a result, the malaria program is still a priority at the national and global levels. Government of Indonesia, for example, includes malaria elimination in the RPJMN (National Mid-term Development Plan) and a strategic plan indicator of the Ministry of Health 2015-2019. The Presidential Staff Office itself will monitor progress and its achievements.

Progress in the malaria program in Indonesia can be seen from the increasing number of districts achieving malaria elimination every year. By the end of 2019, 300 districts of 514 districts have received a certificate of malaria elimination from the Minister of Health, and 208 million (77.7%) people are living in areas free of local malaria transmission. The strategy for prevention and control of malaria in Indonesia is based on endemicity stratification. The malaria morbidity rate based on the Annual Parasite Incidence (API) in Indonesia from 2009 to 2018 has a declining trend, namely 1.85 per 1000 population with 418,439 cases in 2009 0.93 with 250,644 cases in 2019.

Surveillance as the core interventions is the leading approach in achieving malaria elimination. This is stated in the Global Technical Strategy for Malaria 2016-2030 pillar and it is translated in the document of the 2016-2030 National Action Plan for the Acceleration of Malaria Elimination. It enables program to use and analyze the continuous and systematic data in the planning, implementation, and evaluation of public health.

Surveillance was carried out by screening through blood tests. All malaria suspects must be diagnosed by microscopy confirmation, except for some cases examination carried out with Rapid Diagnostic Test (RDT), and in the elimination area, malaria diagnosis is done by PCR. The quality of testing depends on the competence and performance of laboratory personnel from the national laboratory to the peripheral health facilities. The expected target percentage of blood supply examination is above 95%. For example, surveillance in 2019 was conducted by examined 2,505,626 blood samples from 2,571,986 blood supply, resulting a blood supply examination percentage of 97%, increase continuously from 81% in 2010 (NMCP, 2020).

Several activities were carried out to improve the quality of malaria testing laboratory services. For example, Ministry of Health increases the capacity of human resources by panel tests during field supportive supervision. This requires a standard tool to determine their competency level. The number of technical personnel is also optimized as needed. Draw blood from two to three patients daily requires a minimum of 4 technical personnel. Approximately 200-250 days are required to collect all the blood to make standard slides ready for viewing under a microscope. In addition, to confirm the slide, PCR will be performed.

In addition, Malaria Standard Blood Slides are provided according to the amount needed. Ideally, each district needs 100 standard slides to carry during field surveillance, which can last for 5 years. The standard blood sample consisted of 5 species of plasmodium (*Plasmodium falciparum*, *P. vivax*, *P. malariae*, *P. ovale*, and *P. knowlesi*). Indonesia has 514 districts, meaning that Indonesia needs > 50,000 slides. The probability of having a successful slide is around 70-90% from the start of slide creation to the end of the standard slide that meets the requirements. This makes the current slide demand for around 70,000 slides. However, 20,000 slides will be created each time (a year). The total slides were produced from approximately 500 malaria positive patients (1 patient = 150-200 slides).

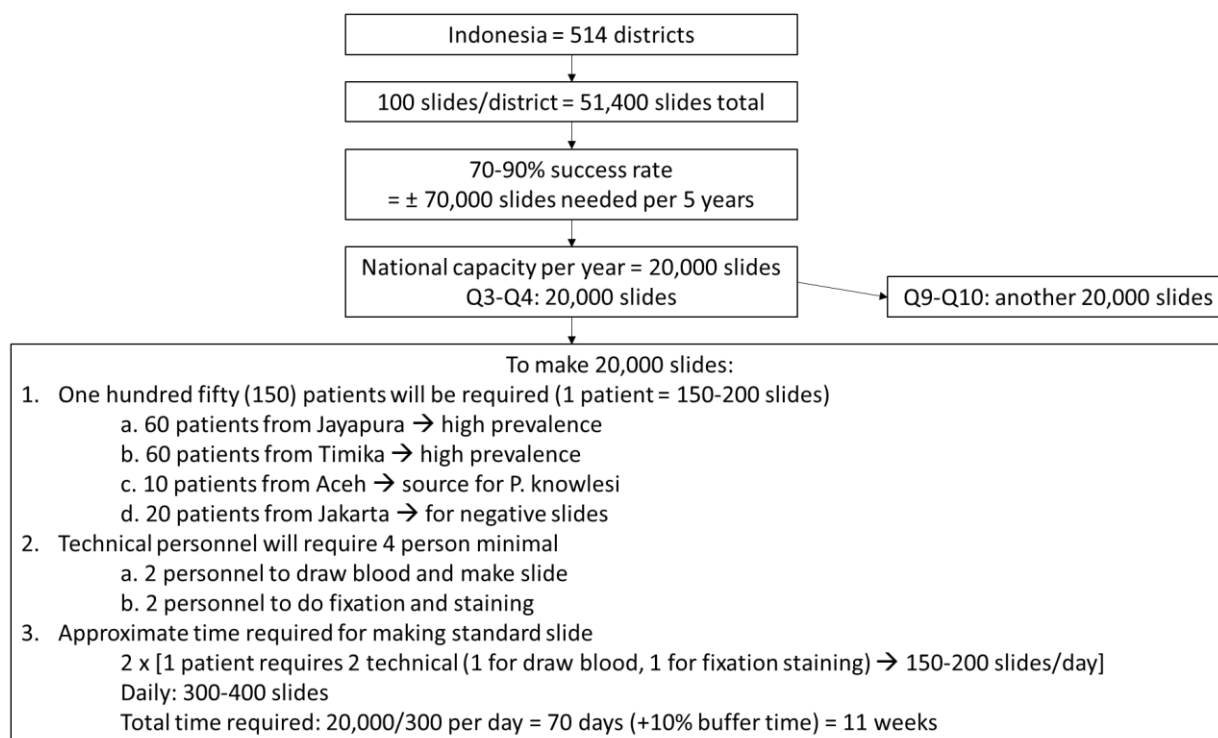


Figure 1. Illustration of developing slide standard

UNDP will assist Ministry of Health as the Principal Recipients of GF Malaria Program in this surveillance effort. Technical Assistance will be provided in ensuring better data retrieval and management. Surveillance activities will enter the digital era where all data obtained in the field will be photographed and stored in a digital data bank.

II.Expected Outcome, Outputs, and Results

The main outcome is to provide technical support to the National Malaria Control Program, Ministry of Health, to make malaria standard blood slides.

Meanwhile, the output is making standard slide to support quality assurance for malaria microscopy. Expected results are:

A.High quality standard slide malaria (15,000-20,000 pieces) that will be handed over to the NMCP. These slides consisting of:

Set 1: Standard Slide for identification (42 slides):

- 20 negative slides
- 22 positive slides with density 80-200 parasite/μL and 201-300 parasite/μL:
 - 10 slides *Plasmodium falciparum*
 - 4 slides mixed infection (2) species (including *P.falciparum*, each species >40 parasites/μL, co-infection species depending local prevalence
 - 8 slides *Plasmodium malariae*, *Plasmodium vivax*, and/or *Plasmodium ovale* (each depends on the local prevalence)

Set 2: Standard Slide for parasite counting (14 positive slides):

- 6 *Plasmodium falciparum* (200-500 parasite/μL,)
- 6 *Plasmodium falciparum* (500-2000 parasite/μL)
- 2 *Plasmodium falciparum* (40,000-100 000 parasite/μL)

	Composition	%	Total 20,000 slides composition:
Negative	20	36	7,143
10 (80-300 par/uL)	10	18	3,571
4 mix	4	7	1,429
8 Pm/Pv/Po	8	14	2,857
6 Pf low	6	11	2,143
6 Pf medium	6	11	2,143
2 Pf high	2	4	714
Total set	56		

B. Progress Report

1. Result of discussion and consultation meeting on blood slide.
2. Picture of activities with consents (written or video consents)

C. Final Report

1. Final draft report approved by NVBZCP and review team (refers to the written responsibilities).
2. Picture of activities with consents (written or video consents).

III. Scope of Work

In close collaboration with Sub-Directorate of malaria, the contractor will provide support to Malaria Program by performing the following specific duties:

1. To collect malaria patients' blood.
2. To draw blood and prepare the standard slides ready for microscopy.
3. To do staining with Giemsa.
4. To do PCR confirmation.
5. To cover slides with slips.
6. To label the slides.
7. To coordinate with level-1 microscopist for slide validation.
8. To do packing based on desired Plasmodium composition.

IV. Timeline

No	Activities	Sep	Oct	Nov	Dec
Malaria Standard Blood Slides					
1	Collect blood samples and making blood slide (1 patient = 1 sample)	x	x		
	-Aceh (Total 10 samples = 2 patients x 5 days) for P.knowlesi				
	-Jayapura (Total 60 samples = 2 patients x 30 days) for Pf, Pv, Po, Pm				
	-Timika (Total 60 samples = 2 patients x 30 days) for Pf, Pv, Po, Pm				
	-Jakarta (Total 20 samples = 2 patients x 30 days) for Pf, Pv, Po, Pm				
2	PCR confirmation for 150 samples	x	x	x	
3	Cover slides with slips (500 slides/day, 20,000 slides = 40 days)	x	x	x	
4	Labelling	x	x	x	
5	Validation by microscopist level 1 -For 20,000 slides (*12.5%) = 2,500 slides. Level 1 requires 10 microscopists (each will read 250 slides) -For 75 slides, will need 3 days-reading. Thus, 250 slides/75 slides x 3 days = 10 days			x	x
6	Packing			x	x

V. Requirement of Experience and Qualifications

The making blood slide standard will involve a selected vendor (university/institution/agency) with minimum qualifications:

- must be legal entity and has valid registration issued by the government of Indonesia.
- must be national university/institution/agency with valid registration in performing the required service.

- Have at minimum 1 blood slide standard project within the last 5 years-experience in the field of parasitology or medical laboratory.
- Have minimum 1 year-experience working with national or international organization.
- Have experience conducting PCR confirmation and blood slide evaluation.
- Have a permit/licence/certification as a legal document to collect sample and making blood slide.

In the process, it is recommended that the selected vendor has members with the following categories and qualifications:

1. Principal Investigator/Team leader (1 person)

- Advanced degree in laboratory, biology, or parasitology related subject from a recognized institution.
- At least five years' experience in malaria microscopy.
- Level-1 microscopist. Proven by recent ECAMM certificate.
- Experience in making malaria standard blood slide.
- Has knowledge of malaria parasitology and diagnosis issues.
- Has working experience as a team leader

2. Technical Staffs (6 persons) to collect malaria patients' blood, draw blood, make slide, fixation, staining, cover slides, labelling, and packing.

- Has a certification of level-1 microscopist for the past 3 or more years.
- At least a graduate qualification in medical or laboratory science or allied health science.
- Extensive knowledge and experience in all aspects of malaria microscopy QA
- At least 3-year experience in making blood slide, fixation or staining, packing, and labelling blood slide standard.

3. Level-1 microscopist (10 persons) to conduct validation.

- Has a certification of level-1 microscopist for the past 1 or more years.
- At least a graduate qualification in medical or laboratory science or allied health science.
- Has experience conducting validation of blood slide.
- At least 1 year experience in conducting validation of blood slide standard.

VI. Payment

Payment will be made after satisfactory acceptance by UNDP the services provided on the following schedule:

No	Deliverables for Core Functions (Main Contract)	Payment Schedule (%)	Due Dates
1	Results of 150 blood samples and blood slides (from Aceh, Jayapura, Timika, and Jakarta)	20%	September 2021
2	Result of PCR confirmation for 150 samples	20%	October 2021
3	Result of cover slides with slips (20,000 slides) and labelling	30%	November 2021
4	Result of validation by microscopist level 1, packing, and final report	30%	December 2021
	Subtotal	100%	

VII. Work Assignment Mechanism

- University/institution/agency will submit the technical and financial proposals along with the institution profile. **The technical proposal** would entail method of making blood slide, PCR confirmation, and validation, detailed time schedule for delivery, and commissioning along with resources required and justification and any other requirement whereas the financial proposal should be a lump-sum, fixed amount proposal based on the unit rates agreed for each resource.
- UNDP will evaluate the technical proposal and verify the manpower and man-days proposed to complete

the task.

- The selected vendor should responsible for the lab supplies procurement: vacuum tube for blood samples, glass slides, pipette, Merck Giemsa Solution or equivalent (Methylene blue Solution for Microscopy), absolute methanol, plastic slide boxes, cover slips (Goldseal® Cover Glass, 24 × 50mm or equivalent), silica gel, and label papers for making blood slide and other related supporting supplies. These exclude microscopes and PCR machines thus the selected vendor should do PCR confirmation with third parties.
- PCR confirmation can be done by hiring or collaborating with institutions that have the equipment test and the microscopists.
- Payment will be linked to agreed deliverables.
- UNDP will work relevant Directorate and WHO to monitor the progress, quality and ensure that the provided blood sample is in line with the requirement (in line with Malaria Microscopy Quality Assurance Manual - WHO)

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the deliverable according to the due dates
Delivery Terms (INCOTERMS 2021)	DAP
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	Collected and stored in advance in the Ministry of Health, Sub Directorate of Malaria
Distribution of shipping documents (if using freight forwarder)	N/A
Packing Requirements	N/A
Training on Operations and Maintenance	N/A
Warranty Period	N/A
After-sales service and local service support requirements	N/A
Preferred Mode of Transport	Other: as proposed by Bidders in meeting the required delivery time

ANNEX 2: QUOTATION SUBMISSION FORM

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail			
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.			
Legal Address, City, Country	Click or tap here to enter text.			
Website	Click or tap here to enter text.			
Year of Registration	Click or tap here to enter text.			
Legal structure	Choose an item.			
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number			
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 3 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

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Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Currency of the Quotation: Click or tap here to enter text.

INCOTERMS: Click or tap here to enter text.

Item No	Description	Qty	UoM	Qty	UoM	Unit price	Total price
1	Principal Investigator/Team leader	1	Person	5	Months		
2	Technical Staffs	6	Person	5	Months		
3	Level-1 microscopist	10	Person	10	Days		
4	PCR Confirmation	150	Slides	1	Times		
5	Other (Specify)						
Total Price							
Insurance Price							
Training Price							
Transportation and Flight Cost							
Accommodation Cost							
Lab supplies Cost							
Shipping Cost							
Other Charges (specify)							
Total Final and All-inclusive Price							

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements [Provide standard slide samples virtually]	<input type="checkbox"/>	<input type="checkbox"/>	

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin:	Click or tap here to enter text.

<i>(if export licence required this must be submitted if awarded the contract)</i>	
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I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
<i>Exact name and address of company</i> Company NameClick or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.:Click or tap here to enter text. Email Address:Click or tap here to enter text.	Authorized Signature: Date:Click or tap here to enter text. Name:Click or tap here to enter text. Functional Title of Authorised Signatory:Click or tap here to enter text. Email Address: Click or tap here to enter text.