

June 22, 2020

UNICEF CLARIFICATION NOTICE (No. 9)

REFERENCE: RFP-DAN-2020-503174 PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR COVID-19 PANDEMIC RESPONSE

The following information and responses are offered in order to clarify articles within the above tender document. Clarification and Correction comments will be issued on an as needed basis in order to respond to inquiries received from potential Proposers.

INFORMATION UPDATE:

1. Clarifications process.

UNICEF is receiving multiple questions which are already addressed in the RFP document itself or are fully addressed in currently issued Clarification Notices.

RFP clause 3.4.4 stipulates: "Requests for Clarifications already addressed by instructions included in this RFP document will not be addressed. Proposers are to review all documentation thoroughly before submitting clarifications". **Consequently, please note, that in following Clarifications Notices UNICEF WILL NOT be responding to questions which are addressed in RFP document or in previously published Clarification Notices.**

1. Question Raised

We have submitted our tender documents to supplybid@unicef.org for 3rd window of PPE deliveries.

We have got a problem, actually, in section 4 in annex D (Marketing License Certificate). Our team filled out in there our CE Number, and CE Notified Body number, but forgot to attach a copy of our CE itself. Is it somehow possible to send it now?

UNICEF REPLY:

We encourage you to submit for window 4 if there are any changes to your offer in window 3.

2. Question Raised

We would like to request for clarifications on submission of PDF and Excel documents for Annex E Section 5 (Monthly offered quantities) and 6 (Packing Details sheet) if we have subcontracted the items from several different manufacturers.

Are the excel documents to be signed by proposers (bidders) or by all the different manufacturers?

UNICEF REPLY:

All documents are to be signed by the proposer.

3. Question Raised

What is your clause 3.12.8? For your financial requirements appendix. I am filling it out and our company has only been in business for 2020, but we do sales of about USD\$ xx and provide PPE to the government. What would you like us to provide for financials? Or should I just complete the Annex E Section 2 as much as I can and then see if we get the bid and then answer those financial questions?

UNICEF REPLY:

The purpose of the financial requirements appendix is to enable UNICEF to assess the proposer's financial capacity to manage the size of the offer that they are intending to submit for to determine the financial risk UNICEF would be potentially exposed to when contracting with the proposer. If the proposer cannot provide the requested documentation, the proposer should submit the available documentation to illustrate the company's financial status.

4. Question Raised

With regards to clause 3.12.8 under RFP-DAN-2020-503174 for the supply of PPE please could you advise whether it is acceptable to submit one party's Audited financials if we are submitting a bid as a consortium.

Do the audited financials have to be from the lead party or could they be submitted solely by our financial partners in the consortium?

UNICEF REPLY:

Audited financials should be provided by the proposing entity, or the contracting party if funded by another entity. All details must be provided if the offer is provided as a Joint Venture.

5. Question Raised

Can you please update us with a status of our offer? What are the next steps?

UNICEF REPLY:

Please be advised that due to the quantities of offers received, and the time it takes to conduction the evaluations we will not be able to provide outcome until close of the tender. You are welcome to submit an offer for Window 4 if your prices have changed, as each window has its own separate evaluation process.

In addition, as per clause 3.10.3, UNICEF will only notify the Proposer(s) that has/have been awarded a Purchase Order(s) or LTA resulting from this solicitation process; UNICEF may, but is not required to, notify other Proposers of the outcome of this solicitation process.

6. Question Raised

We have some questions that are not posted or answered (which I do not find) in the tender you refer to.

- 1, considering the offers submitted for window 3. When can providers expect a feedback? Are we talking about weeks or months?
- 2, Do we as providers be informed if we are included in UNICEFS assessment?
- 3, The price level of material has dropped a lot in the last week and our prices have been greatly reduced. Is it possible to submit changes based on this? This with regard to those who have submitted their offers before you extended the deadline by 1 week?
- 4, Is there a 5-phase process you have, as does the NHS? This in terms of the technical part, so on for price and payment terms?

UNICEF REPLY:

You are welcome to submit an offer for Window 4 if your prices have changed, as each window has its own separate evaluation process. The proposals will be evaluated in accordance with the terms and conditions of RFP-DAN-2020-503174.

7. Question Raised

From the excel table I can see 3 columns with PPE quantities: APR-MAY, JUN-AUG and SEP-DEC. I understand that APR-MAY has passed and that SEP-DEC enters in the 4th and final bid (June 30th), but what is not clear to me is if any quantity from JUN-AUG is considered for the 4th bid and if so, what are the quantities expected? What are the total quantities for the Window 4: June 30th bid?

UNICEF REPLY:

The forecasted quantity was provided at the onset of the tender. The participating UN Agencies and NGOs have undertaken a forecast exercise to inform industry of expected quantities to be procured. Information was collected from their local offices who estimated their needs, based on discussions with other local development and humanitarian partners and, importantly, with ministries of health in their countries.

Proposers may highlight specific facts in their proposals that they consider UNICEF should take into consideration when evaluating their submission.

Considering the forecast quantities may change, should the proposer wish to offer volume based pricing this can be accommodated within the proposal sheets under section 4 of Annex E.

8. Question Raised

As we approaching the last Window for the tender in the subject field, we do have many materials from the list available hence can UNICEF share with us their update demand list based on; the fulfillment from the three previous window and partnered organizations demands? We need to

understand what numbers and types remaining not being fulfilled to date sufficiently. Have UNICEF has enough from FFP2, Type II Masks, Goggles etc....

UNICEF REPLY:

Considering the forecast quantities may change, should the proposer wish to offer volume based pricing this can be accommodated within the proposal sheets under section 4 of Annex E.

9. Question Raised

I am writing to make enquiry about payment terms, do you accept 30% advance payment, do you accept USA tender? My partner is a public company they put investment on fully licensed factories, they can fully meet your requirement. However, payment method would be 30% advance payment, accept goods return exchange.

You could pay 30% prepayment for total amount, they will send 20% products, then top up prepayment, they will manufacture and send next batch of goods, after received the goods top up prepayment again.

UNICEF REPLY:

Proposers need to submit what their financial terms of offer is within their proposals. UNICEF will then evaluate each offer based on our needs. For further details refer to Clause 3.1 of the RFP document. Please include the specific payment terms of your offer in Section 3 of the commercial response template, including any additional commentary in the space provided in the section 3 template. Please note UNICEF only accepts proposals in USD or Euro.

10. Question Raised

As RFP document 3.12.3.1 Destinations, we should offer the FCA price(FCA deliveries), but we don't know the Destinations, we cannot offer the PPE items at FCA if without Destination. It also mentions as listed in Section 1.1--for destinations, but we failed to find out section 1.1 document.

So could you tell us how could we get the destinations list or how could we offer FCA price?

UNICEF REPLY:

Proposer should stipulate the FCA location associated with their offer, also naming the associated airport and seaport. Most commonly this would be the closest airport / seaport to the production location.

11. Question Raised

I was reviewing your website at <https://www.unicef.org/supply/contract-awards> and the latest update is of April 2020. I was wondering when you will be publishing May 2020?

Also, I wanted to inquire about any contract awards for the RFP-DAN-2020-503174 and if any contracts have yet been awarded?

UNICEF REPLY:

All UNICEF awards will be published on our website. Please review the UNICEF website on a regular basis to remain updated.

The final awards will be published by the participating UN Agency who was part of reviewing and finalizing the awarded LTA.

Robert Matthews

22-06-2020

Robert Matthews

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