



United Nations Population Fund
304 Kim Ma Street, Ba Dinh District
Ha Noi - Viet Nam

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Website: <http://vietnam.unfpa.org>

www.facebook.com/unfpa.vietnam

Date: 1 October 2020

Request for Quotation No. UNFPA/VNM/RFQ/20/04

Dear Sir/Madam,

We hereby solicit your quotation for the supply and delivery of the following medical equipment:

No	Product Name	Unit of Measure	Quantity
1	Fetal/Ostetric Monitor <i>Technical Specifications: see details in Annex 1 of this RFQ.</i>	Each	83

If you are interested in submitting a quotation for requested item, kindly fill in the attached Quotation Form – *Annex 2*, and send by email to: vbidtender@unfpa.org not later than **10h00 on Thursday 15 October 2020 (Ha Noi time, GMT+7)**

Delivery Time: 6-8 weeks after issuance of Purchase Order. The shortest delivery time is an advantage.

Delivery Terms: DAP

Delivery Locations: As specified in *Annex 3*

Quality Requirements: Compliance with the Governmental standards for medical equipment and supplies

Quotations submitted by email must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNFPA after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that it is signed and in the .pdf format, and free from any virus or corrupted files.

Full acceptance of the UNFPA General Terms and Conditions is mandatory. They can be located on this webpage at: <http://www.unfpa.org/suppliers>. Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.

Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.

Please take note of the following requirements and conditions pertaining to the supply of the above-mentioned goods:

Cost of Bid	The bidder shall bear all costs associated with the preparation and submission of the bid, and the procuring UN entity shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the solicitation.	
Language of the Bid	The bid prepared by the bidder and all correspondence and documents relating to the bid shall be written in English .	
Warranty	The warranty period shall be minimum 12 months .	
Goods	Goods are hereinafter deemed to include, without limitation, equipment, spare parts, commodities, raw materials, components, customized and standard software as required, intermediate products and products which the Supplier is required to supply under the Purchase Order.	
Delivery Terms [INCOTERMS 2010]	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input checked="" type="checkbox"/> DAP	
Customs clearance, if needed, shall be done by:	<input checked="" type="checkbox"/> Supplier (with support from UNFPA for certifying documents)	
Insurance	Cargo Insurance is to be arranged by the Supplier or the Freight Forwarder (if required)	
Delivery Locations	As specified in <u>Annex 3</u>	
Delivery Schedule	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required	
Mode of Transport	<input type="checkbox"/> AIR	<input type="checkbox"/> LAND
	<input type="checkbox"/> SEA	<input checked="" type="checkbox"/> as offered by Supplier
Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars (USD for <u>International Supplier</u>) <input checked="" type="checkbox"/> Local Currency (Viet Nam Dong for <u>Local Supplier</u>) Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of competition deadline.	
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English <input checked="" type="checkbox"/> Vietnamese (<i>optional</i>) <i>NOTE: The User Manuals must be in both English & Vietnamese.</i>	

Documents to be submitted	<input checked="" type="checkbox"/> Duly completed Quotation Form as provided in <u>Annex 2</u> , and in accordance with the list of requirements in <u>Annex 1</u> ; <input checked="" type="checkbox"/> Duly completed Bid Submission Form as provided in <u>Annex 5</u> <input checked="" type="checkbox"/> Duly completed Bidders Identification Form as provided in <u>Annex 6</u> <input checked="" type="checkbox"/> Duly completed Bidder's Previous Experience as provided in <u>Annex 7</u> <input checked="" type="checkbox"/> Prove of compliance of the quality of equipment and supplies with the Governmental standards <ul style="list-style-type: none"> ▪ A statement whether any import or export licenses are required in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including and disposition to end users; ▪ Confirmation that licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected; <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.), <i>if available</i> ; <input checked="" type="checkbox"/> Latest Business Registration Certificate, <i>if available</i> ; <ul style="list-style-type: none"> ▪ Latest Internal Revenue Certificate / Tax Clearance; ▪ Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); ▪ Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer); ▪ Complete documentation, information and declaration of any goods classified or may be classified as "Dangerous Goods". ▪ Patent Registration Certificates (if any of technologies submitted in the quotation is patented by the Supplier); ▪ Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
Period of Validity of Quotes starting the Submission Date	<input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 days <input type="checkbox"/> 120 days
Partial Quotes	<input type="checkbox"/> Permitted <input checked="" type="checkbox"/> Not Permitted
Partial Delivery	<input type="checkbox"/> Permitted <input checked="" type="checkbox"/> Not Permitted
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price <input checked="" type="checkbox"/> Full acceptance of the UNFPA General Terms and Conditions <input checked="" type="checkbox"/> Earliest Dispatch date / Shortest Lead Time
UNFPA will award to:	<input checked="" type="checkbox"/> One and only one supplier

Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order
Right to Vary Requirements at Time of Award	UNFPA reserves the right at the time of award of contract to increase or decrease by up to 20% the quantity of goods specified in this bid without any change in price or other terms and conditions.
Taxes	All quoted prices must be inclusive of all taxes (if any).
Conditions for Release of Payment	<input type="checkbox"/> Complete Installation <input type="checkbox"/> Completion of Training on Operation and Maintenance on the ground <input checked="" type="checkbox"/> Written Acceptance of Goods of beneficiaries based on full compliance with RFQ requirements
Annexes to this RFQ	<ul style="list-style-type: none"> ✓ Technical Specifications of the Goods Required (<i>Annex 1</i>) ✓ Quotation Form (<i>Annex 2</i>) ✓ Delivery Quantity by Locations (<i>Annex 3</i>) ✓ UNFPA General Terms and Conditions (Annex 4) ✓ Bid Submission Form (Annex 5) ✓ Bidders Identification Form (Annex 6) ✓ Bidder's Previous Experience (Annex 7) ✓ Technical Requirements for Medical Devices (<i>Annex 8</i>)
Contact Persons for Inquiries (Written inquiries only)	Name: Ms. Nguyen Minh Ha Title: Admin/Finance Associate Email: mnguyen@unfpa.org Any delay in UNFPA's response shall be not used as a reason for extending the deadline for submission, unless UNFPA determines that such an extension is necessary and communicates a new deadline to the Proposers.

Your earliest response to this RFQ would be highly appreciated.

Note: Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.

Best regards,

Nguyen Minh Ha
Admin/Finance Associate
Tel No. +84-24-38500 328;
Cellphone: +84 (0) 989063740
Email: mnguyen@unfpa.org

Technical Product Specifications

<u>Description/Technical Specifications</u>	<u>Quantity</u>
<p data-bbox="203 373 532 409">Fetal/Obstetric Monitor</p> <p data-bbox="203 441 527 476">1. General requirement</p> <ul data-bbox="235 508 1266 1012" style="list-style-type: none"> - The machines must be from manufacturers who are legally registered to manufacture the particular device by their national regulatory authority and have valid manufacturing licenses. - Any official clearance or legal certificates, (e.g. 510k/PMA clearance, CE certificates, or equivalent licenses shall be provided, where applicable). - Only medical devices/equipment that have a CE mark and/or FDA 510k clearance, and that are actually marketed in Europe are eligible for bidding. - 100% new equipment, produced in 2019 and onward. - Meet ISO 9001-Quality Management - Meet ISO 13485 - Medical devices: Quality Management System - Encouraging to satisfy ISO 14001- Environmental Standard Certification and ISO 50001- Ennergy Standard Certification - Power supply: 220V; 50Hz. <p data-bbox="203 1060 747 1096">2. Configuration for 01 device included:</p> <ul data-bbox="235 1102 1112 1495" style="list-style-type: none"> - Main unit: 01 unit - Standard accessories: 01 set, including: <ul data-bbox="284 1180 1112 1459" style="list-style-type: none"> o Ultrasound probe to monitor fetal heart with fixed belt: 01 set o Probe to monitor uterine contractions with fixed belt: 01 set o Built-in thermal printer: 01 unit o Remote marking equipment: 01 o Printing paper: 02 volumes o Ultrasound gel: 01 bottle o Trolley: 01 unit. According to the regulation, - Instruction document in Vietnamese and English: 01 set. <p data-bbox="203 1570 560 1606">3. Technical requirements</p> <p data-bbox="203 1638 495 1673">3.1. General features:</p> <ul data-bbox="235 1705 1209 1894" style="list-style-type: none"> - The machine measure/monitor: uterine contractions; fetal heart rate, maternal pulse. - Can monitor fetal movements. - There is a feature to warn the fetal heart rate by both sound and signal if these parameters exceed the limit set by the user. 	<p data-bbox="1331 373 1372 409"><u>83</u></p>

<ul style="list-style-type: none"> - Ability to automatically detect the probe - Can enter information and data of the patient from the keyboard displayed right on the monitor screen. - Ability to backup data: ≥ 7 hours - Ability to restore data. - Ability to cross-check channel to detect the overlap between fetal heart rate and maternal pulse. <p>3.2. Tracking parameters:</p> <ul style="list-style-type: none"> - Fetal heart rate measurement range: $\leq 50 \sim \geq 240$ beats / minute (at least measure between 50 ~ 240 beats/minute); Display resolution: ≤ 1 beat/minute. - Maternity pulse measurement range: $\leq 40 \sim \geq 240$ beats / minute (at least 40 ~ 240 beats/minute); Resolution: ≤ 1 beat/minute. <p>3.3. Fetal echocardiography probe:</p> <ul style="list-style-type: none"> - Waterproof probe - Ultrasonic frequency: ranges from 0.9 to 1.1 MHz. - Output intensity: ≤ 3 mW / cm² - Average output power ≥ 7 mW <p>3.4. Uterine contraction probe:</p> <ul style="list-style-type: none"> - Method of measurement: use sensor to measure the strain - Signal range: From 0 to ≤ 130 units - Uterine contraction measurement range: ≥ 400 units (1 unit = 2.5g) - Setting the base level: ≥ 20 units - Automatic correction of the base level: ≤ 3 seconds <p>3.5. Heart rate alarm function</p> <ul style="list-style-type: none"> - Sound alarm and on screen notifications - Touch screen, size ≥ 6.5 inches, color TFT. - Ability to set the fetal heart alarm threshold: <ul style="list-style-type: none"> o Low level alarm threshold: $\leq 60 \sim \geq 200$ beats / minute (at least in the range 60 ~ 200 beats / minute); o High level alarm threshold: $\leq 70 \sim \geq 210$ beats / minute (at least in the range 70 ~ 210 beats / minute); 	
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3.6. Printer

- Integrated printer in the machine.
- Thermal printing.
- Select print speed, minimum: 1, 2 or 3 cm / minute.
- Ethernet connection port and RS-232 port.

3.7. Information on operational errors

Suppliers are asked to provide documented information on common errors of the machine, including doubled or halved rates, masked fetal arrhythmias, and presentation of the maternal heart rate as the fetal heart rate, false report of fetal heart rate decelerations during uterine contractions due to ultrasonic signal-processing circuits holding the last fetal heart rate on occasional signal peaks during noisy signals.

4. Other requirements:

- Supply schedule: ≤ 02 months from the date this contract takes effect.
- Commitment to training for professional staff (in Vietnamese) in the Centers of Disease Control (CDC) of 9 target provinces (see the Annex 3 for Distribution Plan)
- Commitment to installation, operation manual at the request of the local health authorities in 9 target provinces; providing maintaining services periodically during the warranty period
- Commit to supply consumables within 09 years after the warranty.
- Product warranty at least 12 months.
- Delivery commitment provides the following documents:
 - o Certificate of origin, quality of goods or legal equivalent (CO, CQ).
 - o Sales license or authorization letter of the manufacturer or certificate of partnership.
 - o Certificate of goods assessment issued by an organization with legal inspection function.
 - o Instruction Document in Vietnamese, English: 01 set.
 - o Having an import license granted by the Ministry of Health (for imported goods) or a product circulation registration certificate granted by the Ministry of Health (for home-made goods). Or the standard announcement for the Class A medical equipment issued by the Ministry of Health.
 - o Having a certificate of full capacity and warranty conditions issued by the owner of the medical equipment.

- Packing and labelling
 - Equipment is packed according to the manufacturer's standards. Primary packaging shall be by unit of use and secondary packaging shall provide protection of the packaged individual units in a box.
 - Labelling shall meet, at least, the requirements described in the Global Harmonization Task Force document: GHTF/SG1/N70:2011: Label and instruction for Use for Medical Devices. The language should be in English.
 - Labelling on the medical device itself (if on medical device itself it should be in a format that will not be dislodged during cleaning, disinfecting or sterilization of the device) or on the primary packaging of each unit or on the primary packaging of multiple devices should contain the following where applicable:
 - *Name and/or trademark of the manufacturer including the full address of the manufacturer. Name and address of Authorised Representative or Distributor maybe added but this additional label should not obscure any of the manufacturer's labels.*
 - *Manufacturer's product name with additional reference number or product code.*
 - *Type of product and main characteristics, i.e. details to identify the device and its use.*
 - *If the packaging is not transparent, it must bear a diagram (preferably actual size) showing the essential parts of the product and indicating the position of the product in the packaging.*
 - *Lot number prefixed by the word "LOT" (or equivalent harmonised symbol, if applicable)/batch code or serial number. Manufacture date should be additionally indicated.*
 - *Information for particular storage conditions that apply (temperature, pressure, light, humidity, etc., as appropriate must read in the package (or equivalent harmonised symbols).*
 - *Information for handling (e.g. warnings) or instructions for use, if applicable (or equivalent harmonised symbols).*
 - For devices that have CE marking approval, the CE mark should be on the item itself, or on the primary packaging as appropriate.
Please note: if on device itself, this should not be removable during handling, use or cleaning of the device.

Quotation Form**Name of Bidder:** _____**Name of Bidder:** _____**Request for Quotation No:** _____**Currency of Bid price:** _____**Delivery time** (*weeks from receipt of order till dispatch*): _____**Delivery terms** (*specify mode of transportation and the route*) _____**Expiration of Validity of Quotation** (*The quotation shall be valid for a period of at least 90 days after the Closing date*). _____

You can include an Excel spreadsheet instead of this format. The table columns should be modified as appropriate for specific case.

Price Schedule:

Item	Product Name and Description	Unit Price	Quantity	Total price for units	Transportation cost to Destination	TOTAL (VND)
1						
2						
3						
GRAND TOTAL:						

In your offer, please include:

1. Specific technical specifications of products offered
2. Quality standard of the products

Vendor's Comments:

I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/resources/unfpa-general-conditions-contract>) and we will abide by this quotation until it expires.

Name and title_____
Date and Place

Annex 3**DELIVERY QUANTITY BY LOCATIONS**

No	Recipients	Address	Quantity (machine)
1	CDC Son La	Address: Đường Bản Cọ, Phường Chiềng An, TP. Sơn La - Tel: 0212.3852.247-Fax: 02123751.798 Email: ttksbt@sonla.gov.vn	10
2	CDC Lai Chau	Address: Phường Đông Phong, TP Lai Châu, tỉnh Lai Châu, Tel: 0213 3876 698 Email: gdsklc@gmail.com	7
3	CDC Bac Can	Address: Số nhà 96, Tổ 10, phường Nguyễn Thị Minh Khai, Bắc Kạn Tel: (0209) 3870943 Email: ttksbt@backan.gov.vn	10
4	CDC Kon Tum	Address: Số 405, Bà Triệu, TP Kon Tum Tel: 02603.505.900; Fax: 02603.862.535 Email: cdckontum@gmail.com	11
5	CDC Dak Nong	Address: Đường Trần Hưng Đạo, phường Nghĩa Trung, thị xã Gia Nghĩa, tỉnh Đắk Nông Tel: 02613544692	6
6	CDC Gia Lai	Address: 98 Phan Đình Phùng - Tây Sơn - Pleiku - Gia Lai Tel: (0269)3500762 Email: cdc@gialai.gov.vn	9
7	CDC Dak Lak	Address: 72 Lê Duẩn, Tân Thành, Thành phố Buôn Ma Thuột, Đắk Lắk Tel: 02623868683	10
8	CDC Quang Nam	Address: 129 Đường Trưng Nữ Vương, Phường Tân Thạnh, Tam Kỳ, Quảng Nam	11
9	CDC Quang Ngai	Address: 64 Bùi Thị Xuân, Nghĩa Lộ, Quảng Ngãi	9
TOTAL			83

UNFPA General Terms and Conditions

You can find below links for General Conditions of Contract based on contract type:

<https://www.unfpa.org/resources/unfpa-general-conditions-contract>

Bid Submission Form

To: UNFPA

Dear Sir / Madam,

The Undersigned, having read the Bidding Document of Request for Quotation (RFQ) No. **UNFPA/VNM/RFQ/20/04**, hereby offers to supply the goods specified in the schedule at the price or prices quoted, in accordance with any specifications stated and subject to the Terms and Conditions set out or specified in the document

We agree to abide by this Bid for a period of three months from the date fixed for opening of Bids in the RFQ, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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

Dated this day of [*year*].

Signature:

Name:

Title:

Company:

Postal Address

Telephone No.

Fax No.

Email address

Validity of Offer

Bidders Identification Form

Bid No. UNFPA/VNM/RFQ/20/04

1. Company/Institution Name: _____
2. Address, Country: _____
3. Telephone: _____ Fax _____ Website _____
4. Date of establishment: _____
5. Name of Legal Representative: _____
6. Contact Person: _____ Email: _____
7. Type of Company: Natural Person ☐ Co.Ltd. ☐ Other ☐ _____
8. Organizational Type: Manufacturer ☐ Wholesaler ☐ Trader ☐ Other: ☐ _____
9. Number of Staff: _____
10. Years supplying to UN organizations: _____ and to UNFPA: _____
11. Subsidiaries in the region:

Indicate name of subsidiaries and address
 - a) _____
 - b) _____
 - c) _____
12. Commercial representative in the country (for international companies only)

Name: _____

Address: _____

Telephone: _____ Fax: _____

Bidder's Previous Experience

Order No. & Date	Description ¹	Client	Contact person, phone number, email address	Date of service		Contract Amount (Currency)	Satisfactory completion
				From	To		

Indicate the description of products, services or works provided to their clients.

To be attached: Evidence (client's letter or certificate) in support of satisfactory completion of above orders.

Signature and stamp of the Bidder:		Countersigned by and stamp of Chartered Accountant	
Name and title:		Name and title:	
Name of Company:		Name of Company:	
Telephone:		Telephone:	
Email:		Email:	
Date:		Date:	

¹ Please indicate relevant contracts to the one requested in the RFQ.