



Invitation to Bid (ITB) UNFPA/PER/ No.002-2020

Dear Sir/Madam,

We hereby solicit your Bid for the supply of the following items/services with the following technical specifications:

ÍTEM	DESCRIPTION	QUANTITY	UNIT OF MEASURE
1	SURGICAL RESPIRATOR FFP2/N95, MASK, DISPOSABLE	800 Boxes	Box (50 units)
2	GLOVES, EXAMINATION, LONG CUFF, NITRILE, POWDER FREE, NON-STERILE *The box quantity requirement per size are specified in the technical specification document	15000 Boxes	Box 50 pairs (100 units)
3	SURGICAL MASK, TYPE IIR, FOR HEALTHCARE WORKERS, DISPOSABLE	5000 Boxes	Box (50 units)
4	GLOVES, SURGICAL, LONG CUFF, NITRILE, POWDER FREE, STERILE *The box quantity requirement per size are specified in the technical specification document	1798 Boxes	Box 50 pairs (100 units)
5	COVERALL, DISPOSABLE *The quantity requirement per size are specified in the technical specification document	7000 units	Unit
6	SURGICAL MASK, TYPE I, FOR PATIENTS, DISPOSABLE	10000 Boxes	Box (50 units)



If you are interested in submitting a bid for these items, kindly fill in the attached submission form and submit it in a secure email address indicated below not later than 23 October 2020 at 20:00 Horas Lima Peru Time.

Please ensure to mark your email with the ITB reference number and the words "Sealed bid". Do not open before 23/10/2020 20:00 horas Lima Peru Time.

Secure email address for bid submission: peru.procurement@unfpa.org

Email address of Contact Person: aclaracionescompras@unfpa.org

Note: Do not submit your bid/proposal to the contact person's email address!

Bidding shall be conducted through ONE envelope. The technical bid containing the technical specifications and the financial bid containing the price information shall be submitted together.

Documents to be submitted with the bid:

- a. Completed and signed Bid Submission Form
- b. Bidders Identification Form
- c. Evidence of Bidder's previous experience and clients
- d. Technical bid, including product catalogue to demonstrate that specification and quality of the products are in line with the requirements listed in the bidding documents
- e. Financial bid including the price schedule
- f. Fast Track Questionnaire

Partial bids **are allowed** under this ITB. Note: Partial bids mean that the bidder does not have to offer all requested commodity types in order to submit a complete bid. However, within each commodity type, full quantities must be offered.

INCOTERMS 2010:

- Price of goods
- Freight cost CPT to Jorge Chavez International Airport, located in Callao, Peru

Validity of Bid:

The prices of the bid shall be valid for 30 calendar days after the closing date of bid submission as specified by UNFPA. A bid valid for a shorter period shall be rejected by UNFPA.

Note: Local suppliers who formally decide to present their offer, must deliver the goods at the Ministry of Health (MINSA) warehouse in Lima, whose address will be sent in a timely manner before goods dispatch.

**Delivery Time:**

The maximum allowed delivery time is 21 calendar days or 3 weeks upon issuing of purchase order.

Evaluation of Bids:

UNFPA shall compare all substantially responsive bids to determine the lowest priced substantially responsive bid.

A substantially responsive bid is one that conforms to all the terms, conditions, and specifications of the bidding documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

- a. affects in any substantial way the scope, quality, or performance of the goods and related services specified in the contract; or
- b. limits in any substantial way, inconsistent with the bidding documents, UNFPA's rights or the bidder's obligations under the contract; or
- c. if rectified would unfairly affect the competitive position of other bidders presenting substantially responsive bids.

Contract Award:

UNFPA shall award the contract to the lowest priced bidder(s) whose bid has been determined to be substantially responsive with the bidding documents, including the maximum allowable lead time. Note: if partial bids are allowed, the lowest evaluated bidder will be evaluated by commodity type.

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

Attachments:

- **Bid Submission Form**
- **Bidders Identification Form**
- **Technical specification and requirements of the product (Product Item Overview Form)**
- **Price Schedule Form**
- **Fast Track Questionnaire for Medical Devices**