**PROPOSAL AND COMMERICAL TERMS SHEET**

The Undersigned, having read the Instructions to Proposers of this Request for Proposal **RFP-DAN-2020-503209**and all related documents, hereby offers to supply the Goods and contributions to meet the overall objectives sought in accordance with any specifications stated, under the conditions and in quantities, at prices and within the number of days as indicated in the PRODUCT PROFILE, QUALITATIVE AND QUANTITATIVE PROPOSAL SHEETS, and subject to all Terms and Conditions set out or specified in this RFP and accepting that any Long Term Arrangement(s) – resulting from this RFP shall contain the UNICEF General Terms and Conditions or the PAHO General Terms and Conditions and any other terms and conditions specified in this RFP.

|  |  |
| --- | --- |
| **Signature:** |  |
| **Date:** |  |
| **Name & Title:** |  |
| **Company:** |  |
| **Postal Address:** |  |
| **Tel No.:** |  |
| **Email:** |  |
| **Validity of Offer:** |  |

**Any requested EXCEPTIONS or CLARIFICATIONS are to be defined below (additional pages may be attached):**

**TECHNICAL AND FINANCIAL MANDATORY REQUIREMENTS SHEET**

**Please include a response to the following.**

1. Please provide your United Nations Global Marketplace (UNGM) registration number\_\_\_\_\_\_\_\_\_\_\_

If your company has not yet registered through the UNGM, please submit an application through the UNGM website at [http://www.ungm.org](http://www.ungm.org/) under <http://www.ungm.org/Registration/RegisterSupplier.aspx>.

Instructions are provided on the site.

1. Have you provided audited financial statements to UNICEF in the past 12 months?

If not, please proceed as per Part II, Section 5.2.

**PRODUCT PROFILE SHEET**

Referring to the WHO Target Product Profile (TPP) for Covid-19 vaccines, please provide the below information for your products offered.  Please include all components mentioned in the TPP. If the preferred TPP characteristic will not be offered initially, please indicate when it will be. Please also indicated minimal or critical characteristics until the preferred is available.

**Please include multiple Proposal Sheets, as required, for alternative presentations.**

|  |  |  |
| --- | --- | --- |
| **WHO TPP Vaccine Characteristics** | **Preferred**  **and Timing (month/year)** | **Minimal or Critical** |
| Indication for use |  |  |
| Contraindication |  |  |
| Target Population |  |  |
| Safety/Reactogenicity |  |  |
| Measures of Efficacy |  |  |
| Dose Regimen |  |  |
| Durability of protection |  |  |
| Route of Administration |  |  |
| Product Stability and Storage  (please include type of VVM to be used) |  |  |
| Co-administration with other vaccines |  |  |
| Presentation |  |  |
| Registration and Prequalification |  |  |
| Accessibility |  |  |

**QUALITATIVE PROPOSAL SHEET**

**Please provide response to the following in your Proposal together with any other information deemed relevant.**

1. Experience.  Demonstrate proven experience in development, production and delivery of vaccines and/or biologicals, or similar.

1. Volumes offered.

1. Proposed Quantity.  Explain the key determinants for the proposed quantity to be available during the quoted timeframe, as well as any key risks. WHO/PQT may evaluate the capacity of the Bidder to supply the proposed quantity as part of the technical evaluation of the Proposal.
2. Include your total annual production capacities for bulk and final filled product for each offered vaccine. If the vaccine bulk is not produced by the Proposer, please advise source of bulk, and evidence of contractual access to bulk. If the fill and finish is not performed by the Proposer, please advise source of fill and finish capacity, and evidence of contractual access to such capacity.
3. If a tech transfer is required for bulk or fill and finish, please share timelines as well as any limitations or restrictions in market access.
4. Provide the minimum and maximum batch size for bulk production; as well as the minimum and maximum batch size (throughput) for fill and finish.
5. Please provide the maximum capacity by day/week for warehouse capacity for packaging of goods for pick up by freight forwarder, including any bottlenecks (e.g. access to dry ice)
6. Please also confirm any pre-existing commitments for supply of the offered vaccine

1. Please provide the following information regarding production scale-up:
2. Milestones and timelines related to any scale up in production capacity, including if required, any new facilities
3. Milestones and timelines for anticipated approval by the NRA
4. Timelines for submission of WHO application, and anticipated approval as applicable
5. Expected timeline for release by the NRA of Record and the manufacturer for availability (for shipment) to UNICEF of first product from new capacity

1. Please advise whether the production of the vaccine offered affects the production, or potential production, of any other vaccine being supplied to UNICEF or PAHO by your company. In addition, indicate whether facilities for bulk production and fill and finish are dedicated, multipurpose and/or shared facilities.

1. Medium and Long Term Plans. Provide information on their medium- and long-term plans for production of the vaccine(s) being offered.

1. Account Management.  Provide organizational charts and names of the responsible persons within each of the following departments: Production, Quality Assurance, Governmental Affairs, Shipping/Logistics, Sales and Marketing, specifying the name(s) of the person(s) who will be the primary contact for UNICEF, PAHO and Gavi.

1. Any other information deemed relevant for the evaluation of the proposal.Page Break

**QUANTITATIVE PROPOSAL SHEET**

**COVID-19 Vaccine Presentation(s)……………………………………**

In compliance with terms and conditions of this Request for Proposal and all sections hereto, the undersigned offers the supply of the vaccine in quantities, at prices and within the number of days indicated below:

|  |  |
| --- | --- |
| **Annual quantity in doses** | **Unit price per dose (FCA – Closest International Airport or FCA, Supplier Premises)** |
|  |  |

**Delivery preparation lead time** required for preparation of delivery (administration of order,

packing, markings, etc.) for any order within above-mentioned schedule: \_\_\_\_\_\_\_\_\_\_\_\_ days.

INCOTERMS (2020) FCA, Nearest International Airport (Name Airport)/**FCA, Supplier Premises**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vaccine Vial Monitor?Yes:\_\_\_\_ No:\_\_\_If yes, which type:

In the current pandemic phase, VVMs for Covid-19 vaccines are preferred characteristics but not mandatory, in line with the Target Product Profile11

Barcodes at secondary packaging level in accordance with specifications in Annex E (including serialization): Yes:\_\_\_\_\_\_\_\_\_\_ No:\_\_\_\_\_\_\_\_\_\_\_

Barcodes at tertiary packaging level in accordance with specifications in Annex E: Yes:\_\_\_\_\_\_No:\_\_\_\_\_\_\_

Ability and willingness to store data for availability on request for at least the shelf life of product: Yes:\_\_\_\_\_\_\_ No:\_\_\_\_\_\_\_

In the current pandemic phase, barcodes are preferred characteristics but not mandatory.

**Minimum purchase order delivery quantity**:

Please indicate which of the following terms of payment are offered under this Proposal:

**10 days 3.0% \_\_\_\_\_15 days 2.5% \_\_\_\_\_20 days 2.0% \_\_\_\_\_**

**30 days net \_\_\_\_\_Other\_\_\_\_\_**

**Please indicate any additional special terms:**

Please indicate any additional terms and conditions that would be specific to Self-Financing Self-Procuring Participants of the COVAX Facility i.e. buyers not procuring through UNICEF and/or PAHO.  

**MONTHLY OFFERED QUANTITIES (DOSES)**

**Vaccine offered: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| **2020 (in DOSES)** | |
| November 2020 |  |
| December 2020 |  |
| **TOTAL 2020** |  |
| **2021 (in DOSES)** | |
| January 2021 |  |
| February 2021 |  |
| March 2021 |  |
| April 2021 |  |
| May 2021 |  |
| June 2021 |  |
| July 2021 |  |
| August 2021 |  |
| September 2021 |  |
| October 2021 |  |
| November 2021 |  |
| December 2021 |  |
| **TOTAL 2021** |  |
| H1 2022 |  |
| H2 2022 |  |
| **Total 2022** |  |
| H1 2023 |  |
| H2 2023 |  |
| **Total 2023** |  |