

## Schedule of Requirements

### **STATEMENT OF NEED: Provision of Medicines and Personal protective equipment to Safehouses in Papua New Guinea**

#### **Technical Specifications for Goods:**

Many Gender Based Violence service providers closed last year 2020 due to the threat of COVID-19. This is because service providers do not know how to provide a service face to face safely. It is also because they do not have PPEs, nor transport for staff or clients to get to and from services. Meri Seif Houses as well as Out-of-Home Cares for Children experienced hardships and were constrained financially to also be able to provide on-site support services to the survivors. This has continued through to 2021 and require much needed support to enable them to continue operating with the items listed in this procurement identified through mapping exercise undertaken with a large number of service providers across the country. These institutions require medicines for the clients they support and mainly to treat the common cold and flu as well as headaches.

UN Women is seeking submissions from Pharmaceutical companies operating in Port Moresby, PNG to provide the below listed medicines and personal protective equipment (PPEs) including masks. These items once supplied by the Selected Vendor will be freighted by UN Women to the listed below safe houses.

#### **The medicines and PPE's are listed here:**

<b>Medicated hand Soap</b> <ul style="list-style-type: none"><li>Protex Herbal soap 90g</li></ul>	<b>920 each</b>
<b>Paracetamol Tablets</b> <ul style="list-style-type: none"><li>Paracetamol, 100x per packet</li></ul>	<b>690 packets</b>
<b>PARAMOL Pain and Fever Medicine for Children</b> <ul style="list-style-type: none"><li>100mL</li></ul>	<b>345 each</b>
<b>SELF CARE Cough Medicine Decongestant Elixir for Children</b> <ul style="list-style-type: none"><li>100mL</li></ul>	<b>345 each</b>
<b>Amoxicillin Tablets</b> <ul style="list-style-type: none"><li>Capsules 500mg</li></ul>	<b>690 packets</b>
<b>Masks</b> <ul style="list-style-type: none"><li>Disposable Face Mask (Non medical mask), 50x pieces per box</li></ul>	<b>115 boxes</b>

#### **List of Meri Seif Houses:**

<b>Location</b>	<b>Safe Houses</b>
NCDC	Haus Ruth (City Mission)
	Living Light Four Square Church Safe House, Kaugere
	Lifeline
	House of Hope, Salvation Army
Goroka, Eastern Highlands Province	Meri Safe Haus (Red Corner)
Kiunga, Western Province	Good Samaritan Care and Counselling Centre

Vanimo, West Sepik Province	Lujan Home for Girls
East Sepik Province	Wewak: Stella Marie Safe Haus
	Maprik: Nana Kundi Crisis Centre
	Gawi: St Anne Crisis Centre
Lae, Morobe Province	Haus Claire, City Mission Lae
Alotau, Milne Bay Province	Kedu Safe Haus
Mendi, Southern Highlands Province	St Francis Out of Home Care/Catholic Diocese of Mendi
Madang, Madang Province	Alexishafen House of Hope, Catholic Archdiocese of Madang
Madang, Madang Province	City Mission House of Hope
Kimbe, West New Britain Province	Meri Seif Haus, Mama's Foundation Inc.
Mt Hagen, Western Highlands Province	Out of Home Care
Kundiawa, Simbu Province	Kup Women for Peace
Wabag, Enga Province	Catholic Diocese of Wabag
Buka, AROB	Meri Seif Haus, Hahela Catholic
Buka, AROB	Nazareth Centre for Rehabilitation
Kavieng, New Ireland	TBA
Kokopo, East New Britain Province	Coupe House

Item No	Minimum Technical Requirements	Unit	Quantity
1	Shelf Life or Expiration date for All Medicines is up to December 2022 or beyond	insert	insert
2	Communication of proper use and cautionary labels on the medicines packages are written in English	insert	insert
3	No damaged packaging or bottles containing the medicines	insert	insert

### Delivery Requirements

Delivery Requirements	
<b>Delivery date and time</b>	Vendor shall deliver the goods 3 working days after Contract signature.
<b>Delivery Terms</b> <b>(INCOTERMS 2020)</b>	Delivery at Place (DAP)
<b>Customs clearance</b> <b>(must be linked to INCOTERM)</b>	<input checked="" type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation <input type="checkbox"/> Vendor/bidder <input type="checkbox"/> Freight Forwarder
<b>Exact Address(es) of Delivery Location(s)</b>	UN Women, Level 4, Kina Haus, Port Moresby
<b>Distribution of shipping documents (if using freight forwarder)</b>	NA
<b>Special Packing Requirements</b>	Items to be properly packed with no damages
<b>Training on Operations and Maintenance</b>	NA
<b>Warranty Period</b>	3 Months

<b>After-sales service and local service support requirements</b>	NA
<b>Preferred Mode of Transport</b>	Land
<b>Subcontracting</b>	The vendor is strongly encouraged not to sub-contract > 50% of the total work. If a vendor/s intend to do so, they must state the actual percentage (that will be outsourced) in their offer/quotation.

The following inspections and tests shall be performed:

If the goods fail to meet the laid down specifications, the vendor shall take immediate steps to remedy the deficiency or replace the defective goods to the satisfaction of UN Women