



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: **223-2022-UNDP-UKR-RFQ-RPP**

Date: **09 June 2022**

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of: **Automatic external defibrillators for Medical Care Institutions of Kharkiv and Sumy oblasts**

as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3: Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

DocuSigned by:

Signature:

Mustahsen Qureshi

Name:

Mr. Mustahsen Qureshi

Title:

UNDP Senior Operations Manager

Date:

09-Jun-2022

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SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>23:59 (Kyiv Time, GMT+3) 22-Jun-2022</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p> <p>Bid submission address: tenders.ua@undp.org</p> <ul style="list-style-type: none"> ▪ File Format: *.ZIP, *.PDF ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 20 Mb ▪ Mandatory subject of email: 223-2022-UNDP-UKR-RFQ-RPP ▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y”. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging email receipt.
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP’s Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the</p>

	vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract</p> <p><input type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p><input type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days.</p> <p><input checked="" type="checkbox"/> Others: Liquidated damages: up to 0.1% of total contract amount per each day of delay may be applied on discretion of UNDP</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	<p>Quotations shall be quoted in</p> <p><input checked="" type="checkbox"/> United States Dollars. Payment for goods/services shall be made in local currency in accordance with UNORE exchange rate (http://treasury.un.org) on the date of payment, through bank transfer to the Contractor's account during 30 (thirty) days from the date of receipt of the original invoice, registered VAT certificate and Act of acceptance of services/goods rendered/delivered signed by both parties.</p> <p><input type="checkbox"/> Euro</p> <p><input checked="" type="checkbox"/> Local Currency: UAH</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>

Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p><input checked="" type="checkbox"/> English (preferred), and/or <input checked="" type="checkbox"/> Ukrainian, and/or <input checked="" type="checkbox"/> Russian</p> <p>In case of submission in Ukrainian or Russian languages, bidders may be requested for provision of English translation of separate parts of the bid or bid as a whole.</p> <p>All the documentation including catalogues, instructions and operating manuals should be in Ukrainian (and additionally in English/Russian if available)</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed. <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1. <input checked="" type="checkbox"/> Copy of the latest Business (Company or Private Entrepreneur) Registration Certificate valid as at the date of submission. <input checked="" type="checkbox"/> Extract from the Register of VAT payers or single tax payers (not mandatory on submission stage but will be required if Offeror is selected for contract award). <input checked="" type="checkbox"/> Company Profile. <input checked="" type="checkbox"/> Certificate of Authorization to act on behalf of the Manufacturer (in case the Bidder is not a Manufacturer) in the format given in Annex B. If the bidder is not authorized distributor itself, they should additionally provide the packing list and/or other supporting documents confirming the goods were procured from authorized vendor. Also, the proposal may be supported by a Certificate of Origin. <input checked="" type="checkbox"/> Declaration of Conformity of products to the requirements of technical regulations for medical devices (or Certificate of State registration or Certificate of conformity assessment). <input checked="" type="checkbox"/> EC certificate (or proof of marketing clearance in GHTF country) and a certificate confirming the compliance with ISO 13485. <input checked="" type="checkbox"/> A picture of the label/identification plate with a clear product information may need to be provided (upon separate UNDP request). <input checked="" type="checkbox"/> At least 3 copies/samples of the contracts/purchase orders executed within last 2 years to be provided (prices/amounts may be masked). <input checked="" type="checkbox"/> At least 2 positive recommendation letters from previous customers/clients.
Quotation validity period	<p>Quotations shall remain valid for 60 days days from the deadline for the Submission of Quotation.</p>

Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, Click or tap here to enter text. reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as “Main Quote” and “Alternative Quote”
Payment Terms	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input type="checkbox"/> Other
Conditions for Release of Payment	<input type="checkbox"/> Passing Inspection [specify method, if possible] Complete Installation <input type="checkbox"/> Passing all Testing [specify standard, if possible] <input type="checkbox"/> Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible] <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements. Payment for completed services shall be made through bank transfer to the Contractor’s account during 30 (thirty) days from the date of receipt of the original invoice and registered VAT certificate. <input type="checkbox"/> Others [pls. specify]
Contact Person for correspondence, notifications and clarifications	Procurement Unit, UNDP Ukraine E-mail address: <i>procurement.rpp.ua@undp.org</i> Attention: Quotations shall not be submitted to this address, but to the address for quotation submission indicated in the respective section above. Otherwise, offer shall be disqualified. Any delay in UNDP’s response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than 3 days before the submission deadline. Responses to request for clarification will be communicated via email via email <i>procurement.rpp.ua@undp.org</i> by Procurement Unit, UNDP Ukraine.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<u>Administrative Requirements:</u> <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1; <input checked="" type="checkbox"/> Full acceptance of the Contract General Terms and Conditions; <input checked="" type="checkbox"/> Offers must be submitted within the stipulated deadline; <input checked="" type="checkbox"/> Offers must meet required Offer Validity; <input checked="" type="checkbox"/> Offers have been signed by the authorized representative; <input checked="" type="checkbox"/> Offers include requested company/organization documentation as mentioned above in “Documents to be submitted” section; <input checked="" type="checkbox"/> Officially registered company (for Ukrainian companies – company should be registered in the territory controlled by the government of Ukraine). <u>Technical Requirements:</u> <input checked="" type="checkbox"/> Technical responsiveness to stipulated requirements and standards in specification. <input checked="" type="checkbox"/> At least 2 years of experience in the field of supply of similar products. <input checked="" type="checkbox"/> At least 2 positive references on supply of similar goods from previous customers/clients. <input checked="" type="checkbox"/> The warranty period for all equipment must be not less than 12 (twelve) months. <input checked="" type="checkbox"/> All equipment must have official warranty service in Ukraine.

	<input checked="" type="checkbox"/> Delivery of equipment must be completed within 60 calendar days from the contract signing date. Contractor should notify UNDP regarding expected delivery date within at least 2 weeks prior delivery. <input checked="" type="checkbox"/> Delivery must be accompanied by waybill, commercial invoice – 2 originals, packing list, Certificate of Analysis or Technical report for each device, product manual in Ukrainian, Declaration of Conformity of products to the requirements of technical regulations for medical devices or Certificate of State registration or Certificate of conformity assessment (a copy), mandatory warranty documentation.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and/or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]
Expected date for contract award	15 July 2022
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS

Specification for the procurement of automatic external defibrillators for Medical Care Institutions of Kharkiv and Sumy oblasts

1. Background information

The United Nations Development Programme (UNDP) works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN's development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals. In Ukraine, UNDP operates along three programmatic areas of support: Inclusive development, recovery and peacebuilding; Democratic governance; and Energy and environment.

The war in Ukraine has already resulted in significant loss of life, unprecedented displacement, internally and towards neighbouring countries, and devastating destruction of infrastructure. Early UNDP projections suggest that if the war deepens and expands, up to 90 percent of the population of Ukraine could be facing poverty and vulnerability to poverty by the end of 2022, and 30 percent of the population are likely to require life-saving humanitarian assistance. Eighteen years of socio-economic achievements in Ukraine are at risk. UNDP's core engagement is to preserve development gains as fully as possible, and to return Ukraine to pathways achieving the Sustainable Development Goals (SDGs) as quickly as possible.

UNDP has been active and present in eastern Ukraine for the past decade, prior to the conflict which started in 2014, with a focus on community development, civil society development, and environmental protection. Work on addressing the specific conflict-related development challenges built on this earlier engagement, established partnerships, and started in 2015 through the United Nations Recovery and Peacebuilding Programme (UN RPP). The UN RPP is a multi-donor funded framework programme formulated and led by the UNDP in collaboration with the Government of Ukraine and in cooperation with a number of partnering UN agencies (UN Women, FAO, UNFPA).

UN RPP's interventions are grouped under the following key Programme components, which reflect women's and men's priority needs in the region:

Component 1: Economic Recovery and Restoration of Critical Infrastructure

Component 2: Local Governance and Decentralization Reform

Component 3: Community Security and Social Cohesion.

In October 2018, UNDP signed an agreement for a multi-year project under the EU Support to the East of Ukraine programme. In 2021, the EU-funded project was amended to extend its scope through the EU4Resilient Regions programme. It has recently been amended to ensure that the approach implemented under UN RPP can help address the devastation and increased needs of the civilian population as a result of the ongoing war, and where it will be required. The project has the following specific objectives:

- 1) To enhance local capacity for gender-responsive decentralization and administrative reforms to improve governance, local development and the delivery of services.
- 2) To stimulate employment and economic growth by providing assistance to Micro, Small and Medium Enterprises (MSMEs) development through demand-driven business development services and professional skills training.
- 3) To enhance social cohesion and reconciliation through promotion of civic initiatives.
- 4) To support sector reforms and structural adjustments in health, education and critical public infrastructure to mitigate direct impacts of the conflict.

One of the priorities of the objective 1 is to enhance local capacity for gender-responsive decentralization and administrative reforms to improve governance, local development and the delivery of services.

The incumbent will promote UNDP's mandate as a gender-responsive organization with zero tolerance to any kind of discriminatory and abusive behavior, including sexual harassment, sexual exploitation and abuse.

On the 19th of October 2017, Ukraine's Parliament approved draft law No. 6327 "On state financial guarantees for the provision of medical services and medicines," which gave a start to important and long-awaited healthcare reform in Ukraine. During the practical implementation of the reform, the Government of Ukraine faced many political, economic, and technical challenges, aggravated due to the backdrop of the coronavirus pandemic outbreak that came to Ukraine last year.

UNDP analyzed the existing resources, tools, and capabilities of partners to implement the objectives of the Concept for the development of the emergency medical care system of May 22, 2019 N383-r within the National Strategy for Health Care Reform in Ukraine for 2015-2020 and supports local initiatives to integrate new approaches in terms of the organization of the emergency medical care at the pre-hospital level.

One of the most important pieces of medical technology around the world, a defibrillator is a device that gives a high energy electric shock to the heart of someone who is in cardiac arrest and is essential part in trying to save lives. The chance of surviving a cardiac arrest jumps from 6% to 74% if the casualty is in a shockable rhythm and a defibrillator is deployed within 3 minutes. Since Basic Life Support knowledge and availability of first aid kits and defibrillators to medical employees is an indisputable advantage in assistance in emergency cases, enhancing the chances for the positive outcome, UNDP considers purchasing medical devices with further training of the staff of Medical Care Institutions of most effected oblasts.

In this regard, it is planned to select a qualified contractor to distribute and install the automatic external defibrillators in premises of Medical Care Institutions of most effected oblasts namely Kharkiv and Sumy oblasts.

2.Scope of work

The Contractor will be responsible for preparing and implementing the following objectives:

1. Consolidating equipment, following the technical documentation contained in **Table 1**.
2. Delivering equipment for equipping the Medical Care Institutions of the enlisted premissess (exact addresses given in **Annex A**):
 - Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF SUMY REGIONAL COUNCIL "Regional Specialized Hospital in Hlukhiv"
 - Ukraine, Sumy oblast, MUNICIPAL NON-PROFIT ENTERPRISE "BURYNSKA HOSPITAL NAMED AFTER PROF. MPNOVACHENKO ».
 - Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE OKHTYR CITY COUNCIL "OKHTYRKA CENTRAL DISTRICT HOSPITAL";
 - Ukraine, Sumy oblast, MUNICIPAL NON-PROFIT ENTERPRISE OF ROMNY CITY COUNCIL "CENTER OF PRIMARY MEDICAL AND SANITARY CARE OF THE CITY OF ROMNY" ;
 - Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE "YAMPIL HOSPITAL" OF YAMPIL VILLAGE COUNCIL;

- Ukraine, Sumy oblast, MUNICIPAL NON-PROFIT ENTERPRISE "CLINICAL MATERNITY HOSPITAL OF THE HOLY VIRGIN MARY" OF SUMY CITY COUNCIL;
- Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE "CENTER OF PRIMARY MEDICAL AND SANITARY CARE №1" OF SUMY CITY COUNCIL ;
- Ukraine, Kharkiv oblast, MUNICIPAL NON-PROFIT ENTERPRISE "VALKIV CENTRAL DISTRICT HOSPITAL"
- Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE SOLONYTSY VILLAGE COUNCIL "MEDICAL CENTER" OF HEALTH + "KHARKIV DISTRICT"
- Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE KHARKIV REGIONAL COUNCIL "REGIONAL CHILDREN'S CLINICAL HOSPITAL"
- Ukraine, Kharkiv oblast, MUNICIPAL NON-PROFIT ENTERPRISE OF ZOLOCHIV VILLAGE COUNCIL "ZOLOCHIV CENTRAL HOSPITAL"
- Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF PISOCHYN VILLAGE COUNCIL "CENTER OF PRIMARY MEDICAL CARE No. 2 OF KHARKIV DISTRICT"
- Ukraine, Kharkiv oblast, MUNICIPAL NON-PROFIT ENTERPRISE "ZACHEPYLIVKA CENTRAL HOSPITAL" OF ZACHEPYLIVKA VILLAGE COUNCIL OF KHARKIV REGION
- Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE KHARKIV REGIONAL COUNCIL "REGIONAL CLINICAL PSYCHIATRIC HOSPITAL No. 3"

3. Specifications

3.1 Technical specifications for equipping the Medical Care Institutions of Kahrkiv and Sumy oblasts.

Goods delivery quantity 14 sets of automatic external defibrillators with metal storage cases distributed per 1 item to each of the the enlisted authorized bodies (exact addresses given in **Annex 1**).

General medical and technical requirements:

1. The equipment must be new, not used before, of the model produced not earlier than 2021, and not used as a demonstration sample (please provide a warranty letter).
 2. The equipment has to be put into operation in accordance with the legislation on the technical regulation and conformity assessment and in the manner prescribed by law.
- 2.1. With the purpose of confirming the procurement subject compliance with regulatory and technical documentation and technical and qualitative properties, the bidder shall provide the following information within the scope of the bid:
- The goods offered by the bidder must be entered into the State Register of Medical Equipment and Medical Devices in the manner prescribed by law and permitted for use in medical practice in Ukraine. (For confirmation, the bidder must provide a copy(-ies) of Declarations of Conformity or a Certificate of state registration or a copy of the Certificate of conformity assessment).
 - To confirm compliance with the technical, qualitative, and quantitative characteristics of the subject of the procurement, it is necessary to provide the following documents in the proposal:
 - a copy certified by the participant or the original operating documentation (passport, instructions, etc.) in Ukrainian.

- To prevent the purchase of counterfeits and compliance with guarantees for timely delivery of goods in quantity, quality and with a warranty period, the bidder provides the original Letter of guarantee of the manufacturer (representative office, branch of the manufacturer, if their respective powers extend to Ukraine) or representative, dealer, a distributor authorized by the manufacturer, which confirms the possibility of delivery of goods that are the subject of procurement of these tenders and offered by the bidder, in quantity, with a warranty period and delivery time specified in the announcement of this simplified procurement.

3. Each set shall have a metal case for wall storage in public places with lighting, alarm lamp, sound siren at opening.

4. The subject of procurement shall meet the following medical and technical specifications:

Table 1.

Medical and technical specification of a set of automatic external defibrillators with metal storage cases
1. General requirements
Purpose: for use in adults and children in case of sudden cardiac arrest
The equipment must be used in public places and institutions by persons who have been trained to use it
Defibrillation mode is fully automatic
Voice instructions accompany the entire defibrillation procedure
Voice prompts in Ukrainian (also in Russian and English) are available
Status indicator is available
Speaker with the automatical adjustment of the volume, depending on the default ambient noise level is available
Storage space for electrode plates is available
Mode switch adults and children is available
Language button with the switch between configured languages is desirable
USB Port is desirable
Micro USB Port is desirable
Disposable electrodes 2 sets for adults and 2 sets for children are available
Shockproof case on 6 sides from a height of 1.5 meters is available
Metal case for wall storage in public places with lighting, alarm lamp, sound siren at opening, and mounting kit is available
2. Technical requirements
Degree of protection against ingress of solid harmful substances IP-55
Degree of protection against harmful ingress of water IP-55
Weight (including one battery) 3 ± 0.5 kg
Disposable battery
Battery capacity 4200 mA * hour or higher
Operating time ≥ 13 hours
300 (± 5) bits 200 J
Increased shelf life of electrodes and batteries to 5 years is available
3. Data storage
Graphs Up to 5 hours of ECG graphs is desirable
Events Up to 400 events is desirable

Voice recording Up to 1 hour is desirable
CPR data Up to 5 hours is desirable
Self-test reports of 1000 records is desirable
Special software to integrate defibrillators into a single system and simultaneous centralized monitoring is desirable
4. Defibrillator
Defibrillation curve graph is two-phase truncated exponential (VTE) curve with autocompensation according to the patient's impedance
Energy range to choose for adults: 120 J – 200 J (or wider range)
Energy range to choose for children: 50 J – 85 J (or wider range)
Patient impedance range, not narrower than the specified range from 25 Ohms to 200 Ohms
Charge time (from opening the lid to completing charging) <8 s to 200 J, <15 s to 360 J
5. Supportive documents
User manual in Ukrainian is available
Declaration of Conformity of products to the requirements of technical regulations for medical devices or Certificate of State registration or Certificate of conformity assessment (a copy) are available
The original Letter of guarantee of the manufacturer (representative office, branch of the manufacturer, if their respective powers extend to the territory of Ukraine) or a representative, dealer, distributor authorized by the manufacturer, which confirms the possibility of delivery of goods subject to procurement and offered by the bidder, with a warranty period and delivery time specified in the announcement are available

4. Product Standards

Regulatory Requirements and confirmation of Quality standards: The Medical Device(s) must qualify for the following:

Medical devices, classified as B, C and D (according to GHTF classification principles), must have a market clearance in one of the GHTF founding members (EU, USA, Japan, Canada, Australia). To comply with this criterion, the manufacturer/supplier must provide at least one of the following pre-market approval(s)/market clearance(s)/registration(s) listed below:

- Australia: TGA Production Quality Assurance Certificate or TGA Type-Examination Certificate or TGA Full Quality Assurance Certificate issued by Therapeutic Goods Administration

OR

- Health Canada: Medical Device Licence and summary report for a Class IV IVD CMDCAS – issued ISO 13485 Certificate.

OR

- European Union: EC Full Quality Assurance Certificate or EC Production Quality Assurance Certificate or EC Type-Examination Certificate (based on CE 93/42/EEC Medical Device Directive (MDD) Mark and respective amendments and provisions according to Directive 98/79/EC for in vitro medical devices and Directive 93/68/EEC – CE Marking).

OR

- Japan Ministry of Health, Labour and Welfare (JMHLW): JMHLW Device License for manufacture or JMHLW Minister's Approval or JMHLW Recognized Foreign Manufacturer.

OR

- US Food and Drug Administration (US FDA): PMA (pre-market approval) letter or BLA license (Biologics License Application) or 510k market clearance issued by US FDA.

AND

Suppliers and manufacturers must provide evidence of conformity to at least one of the following conformity with the following Quality Management System standards as recognized by GHTF standards:

- ISO13485 – for products classified as medical devices and IVD; ISO 9001 – or other devices, or
- United States QS 21 CFR part 820, or
- Japan QS Standard for medical devices.

OR

Suppliers/manufacturers shall provide a copy of valid GMP Certificate issued by a Pharmaceutical Inspection Co-operation Scheme (PIC/S) authority for the manufacturing site(s) of the proposed product(s).

NB: If branded product is requested and equivalent product is allowed to be proposed as per section "Product List and Technical Specification", the Bidder must provide technical specification of item quoted and statement of deviations from branded product.

SPECIAL REQUIREMENTS TO THE PROCUREMENT AGENCIES:

WHO definition of "Procurement Agency": "Any organization purchasing pharmaceutical products, vaccines, or other health products or otherwise involved in their prequalification, purchasing, storage and distribution".

Procurement Agencies must:

- Be authorized by the National Regulatory Authority (NRA) of the country of location; and
- Comply with WHO (or equivalent: EU EMA, Swiss Medic, Health Canada GDP guidelines are considered as equivalent to the WHO ones) Good Distribution Practices (GDP) guidelines.

Applicants must provide a valid copy of the license issued by the NRA and valid GDP Certificate.

5. Additional requirements

- 5.1 Delivery of equipment must be completed within 60 calendar days from the contract signing date. Contractor should notify UNDP regarding expected delivery date within at least 2 weeks prior delivery.
- 5.2 The functionality, performance, and appearance should match the characteristics and delivery must be made in accordance with the requirements in the **Table 1**.
- 5.3 Delivery term DDP (INCOTERMS 2020). The Supplier shall ensure that the equipment is delivered in sufficient quantity to the addresses given in **Annex A**.
- 5.4 Delivery must be accompanied by waybill, commercial invoice – 2 originals, packing list, Certificate of Analysis or Technical report for each device, product manual in Ukrainian, Declaration of Conformity of products to the requirements of technical regulations for medical devices or Certificate of State registration or Certificate of conformity assessment (a copy), mandatory warranty documentation.
- 5.5 All necessary technical documentation must be provided by the supplier on the day of delivery.
- 5.6 The warranty period for all equipment must be not less than 12 months.
- 5.7 At the bidding stage a tender participant is required to provide a Certificate of Authorization to act on behalf of the Manufacturer (in case the Bidder is not a Manufacturer) in the format given

in **Annex B**. If the bidder is not authorized distributor itself, they should additionally provide the packing list and/or other supporting documents confirming the goods were procured from authorized vendor. Also, the proposal may be supported by a Certificate of Origin.

- 5.8 A proposal should be accompanied by a copy of the Declaration of Conformity of products to the requirements of technical regulations for medical devices (or Certificate of State registration or Certificate of conformity assessment), as well as EC certificate (or proof of marketing clearance in GHTF country) and a certificate confirming the compliance with ISO 13485
- 5.9 A picture of the label/identification plate with a clear product information may need to be provided (upon separate UNDP request).
- 5.10 All equipment must have an official warranty service in Ukraine.
- 5.11 Equipment delivery and unloading is required.

6. Packaging, labelling, public information leaflets (PILs)

1) Upon receipt of an incoming batch, UNDP follow a thorough quality control procedure, which includes review of Certificates of Analysis (CoA) for each device of finished product to be supplied, inspection against UNDP specifications, labelling and packaging.

2) Medical Products shall be transported and stored in accordance with the temperature mode specified in the product instruction. All temperature restricted commodities must be shipped with clear marking the corresponding temperature conditions. It is the responsibility of the Bidder to provide complete packing as required for transportation. Bidders shall explain their capabilities and experience to handle temperature control items where applicable.

3) The individual packages shall be packed in carton boxes. . Packing must be sufficiently strong to withstand rough handling and exposure to extreme temperatures and air moisture. All temperature restricted commodities shall be shipped with a minimum number of data loggers.

4) Labelling of primary package now of supply must correspond to the specification approved by UNDP. In case of any deviations found, the Contractor must provide additional documentation to enable receipt of goods.

5) Primary packaging must preserve quality, safety and stability of the product it contains. The entire package must be duly sealed and protected from spoiling. Each package shall contain instructions for the use of the medicinal product in Ukrainian (preferably) or the original language.

In case medical devices are delivered in original packaging with instructions for the use in the original language, Ukrainian translation of instruction for the use shall be provided in the paper format at the time of supply.

6) UNDP reserves the right to have at any time the items inspected, tested for quality assurance and rejected if found not in compliance with the requested specifications.

7. Pre-shipment inspection

When all the goods from a specific purchase order are ready for shipment with their final packing and marking, a pre-shipment inspection may be carried out by UNDP or its representative for verification of quality, quantity, packing, labelling, marking and sampling.

In cases when pre-shipment inspection is required, the corresponding Purchase Order will indicate this.

For this purpose, the Contractor will have to submit the applicable documentation to UNDP or its representative and allow UNDP or its representative access to all the goods. At least the packing list showing also the batch numbers per product and the full address of inspection should be made available to UNDP or its representative 7 working days before the pre-shipment inspection is requested to be carried out. Inspection/testing by UNDP or its representative in no way relieves the Contractor from the performance of full contractual obligations to UNDP. The cost of the pre-shipment inspection will be borne by UNDP. However, it is the responsibility of the Contractor to assure that all facilities, to carry out a proper inspection are made available at their expense, and the goods for one shipment are presented at one location and on the date requested by UNDP or its representative. Furthermore, UNDP or its representative will charge the Contractor for the repeat, supplementary or abortive inspection visits necessitated by the fault of the Contractor. UNDP or its representatives may inspect the production premises and the process of the manufacture.

In case of the detection of a defective product either in the quality of a product or other defects such as packaging, the Contractor will be requested to replace the complete batch at its own cost within one (1) month. In the event of a dispute by the Contractor, a counter analysis will be carried out by an independent neutral laboratory agreed by both UNDP and the Contractor. If the counter analysis confirms the defect, the cost of such analysis will be borne by the Contractor as well as the replacement and disposal of the defective batch. In the event of the independent analysis confirming the quality of the product, UNDP will meet all costs for such analysis.

8. Stipulations concerning Contractor's responsibility for quality, packaging and warranty

1) UNDP shall have the right to make claims under the warranty after the Goods have been delivered to the final destination indicated in the Contract for Goods. Upon receipt of a written notice from UNDP, the Contractor shall, with all reasonable speed, replace the defective Goods without cost to Purchaser at the final location. The Contractor will be required to remove, at his own risk and cost, the defective Goods once the replacement Goods have been delivered. UNDP will dispose the defective Goods on the Contractor's costs. UNDP is obliged to call the Contractor's representative to dispose the defective Goods, which will certify the fact of disposal of the defective Goods. The Contractor will reimburse UNDP for the cost of disposal of the defective Goods, provided the documentary evidence is provided and the Contractor's representative is present at the disposal of the defective Goods.

2) The Contractor's responsibility for labelling and quantities of goods for every Contract for Goods extends to the point at which the goods are inspected by UNDP or its representative and, if required, a Clean Report of Findings (CRF) is issued by UNDP or its representative, upon delivery, for the specific contract. Where discrepancies are found by UNDP or its representative in labelling and/or quantities, these shall be rectified promptly by the Contractor at its own cost.

3) The Contractor is responsible for the intrinsic quality of the finished dosage form of each product and for the intrinsic quality of the primary packaging of the product, prior to and after the CRF is issued. The Contractor's responsibility will be according to the Incoterms 2010 standards specified in the Contract.

9. Stipulations concerning recalls

In the event any of the Goods are recalled either by the National Regulatory Authority (NRA) of the country of production, the NRA of the recipient country or the Manufacturer, after the CRF related to the Contract(s) covering the same Goods is issued, the Contractor shall notify UNDP within fourteen (14) days, providing full details of the reason for the recall and replace affected goods within one (1) month, at its own cost, the items covered by the recall with Goods that fully meet the requirements of the Technical Specifications and original Contract(s) against which they were supplied, and arrange

for collection or destruction of any defective Goods. If the Contractor fails to fulfill its recall obligation promptly, UNDP will, at the Contractor's expense, carry out the recall.

10. Quality Assurance and Quality Control

1) Upon receipt of an incoming batch/s, UNDP follow a thorough quality verification procedure, which may include review of Certificates of Analysis (CoA) for each batch of finished product to be supplied, control against specifications, sample testing in accordance with UNDP and/or national QC protocols, labelling and packaging, etc.

2) Prior to shipment or upon arrival at the destination, some devices may be tested (randomly) to ensure that the products meet Quality Assurance according to agreed contractual standards and requirements.

11. Experience and Qualification Requirements

a) Officially registered company (for Ukrainian companies – a company should be registered in the territory controlled by the government of Ukraine).

b) At least 2 years of experience in the field of similar goods supply (at least 3 copies/samples of the contracts/purchase orders executed within last 2 years to be provided);

c) At least 2 positive references on supply of similar goods from previous customers/clients.

The Contract will be awarded to the technically compliant offer with the lowest price.

12. Price offer and payment schedule

- The contract value must remain fixed for the duration of the contract.
- Applicants must include all associated costs in their price quotation (such as the supply of equipment, transportation costs, unloading at the site of delivery, etc).
- Payments should be arranged as follows:
 - 100% of the unit cost of the delivered goods will be paid by UNDP during 30 (thirty) days from the date of receipt of the original invoice, tax invoice (if applicable), and Act of acceptance of services/goods rendered/delivered signed by both parties.

Taking into account that the purchase of services will be carried out within the project of international technical assistance, price offers/invoices for payment must be presented without VAT.

The financial offer for the equipment should be submitted in the form below and might be indicated in UAH or US Dollars:

Technical specifications for equipping the Medical Care Institutions of Kharkiv and Sumy oblasts of the selected medical premisses

No.	Description/Specification of Goods (please specify model)	Quantity of units (pcs)	Unit price, without VAT, <i>currency</i>	Total price, without VAT, <i>currency</i>
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1	Medical and technical specification of a set of automatic external defibrillators with metal storage cases	14		
	Add : Cost of Transportation/other (DDP, address as indicated above)			
	Other expenses, <i>currency</i>			
	Total amount excl. VAT, <i>currency</i>			

Annex A. Delivery address

No	Oblast	Territorial unit	Delivery address	Number of items of the medical equipment
1	Sumy	Hlukhiv	MUNICIPAL NON-COMMERCIAL ENTERPRISE OF SUMY REGIONAL COUNCIL "Regional Specialized Hospital in Hlukhiv" Shulyak Halyna Ivanivna knposlgluhiv@gmail.com , 0666765985	1
2	Sumy	Buryn	MUNICIPAL NON-PROFIT ENTERPRISE "BURYNSKA HOSPITAL NAMED AFTER PROF. MPNOVACHENKO ». Golubtsova Kateryna Mykolayivna centrpmcdbr@ukr.net , 067 322 98 41	1
3	Sumy	Okhtyrka	MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE OKHTYRKA CITY COUNCIL "OKHTYR CENTRAL DISTRICT HOSPITAL" Lysenko Alexander okzcr1@ukr.net , 0956420123	1
4	Sumy	Romny	MUNICIPAL NON-PROFIT ENTERPRISE OF ROMNY CITY COUNCIL "CENTER OF PRIMARY MEDICAL AND SANITARY CARE OF THE CITY OF ROMNY" Schweik Svetlana romny_cpmsd@email.ua , 054 485 17 40	1
5	Sumy	Yampil	MUNICIPAL NON-COMMERCIAL ENTERPRISE "YAMPIL HOSPITAL" OF YAMPIL VILLAGE COUNCIL Boychun Vadim yampolknp@gmail.com , 096 771 67 19	1
6	Sumy	Sumy	MUNICIPAL NON-PROFIT ENTERPRISE "CLINICAL MATERNITY HOSPITAL OF THE HOLY VIRGIN MARY" OF SUMY CITY COUNCIL Chirva Olga Polog923@ukr.net , polog_sumy@ukr.net 050 171 22 18	2
7	Sumy	Sumy	MUNICIPAL NON-COMMERCIAL ENTERPRISE "CENTER OF PRIMARY MEDICAL AND SANITARY CARE №1" OF SUMY CITY COUNCIL Ovodenko Alla centr3sumy@ukr.net , 050 932 76 27	1
8	Kharkiv	Kharkiv	MUNICIPAL NON-PROFIT ENTERPRISE "VALKIV CENTRAL DISTRICT HOSPITAL" Nosatov Bogdan medic_valky@ukr.net , 380677544654	1
9	Kharkiv	Solonytsivka	MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE SOLONYTSY VILLAGE COUNCIL "MEDICAL CENTER" OF HEALTH + "KHARKIV DISTRICT" Parkhomenko Yuri mc.zdoroviaplus5@gmail.com , 0671072177	1
10	Kharkiv	Kharkiv	MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE KHARKIV REGIONAL	1

			COUNCIL "REGIONAL CHILDREN'S CLINICAL HOSPITAL", Muratov George muratov103@ukr.net , 380672847753	
11	Kharkiv	Zolochiv	MUNICIPAL NON-PROFIT ENTERPRISE OF ZOLOCHIV VILLAGE COUNCIL "ZOLOCHIV CENTRAL HOSPITAL" Butova Ilona, i-butova@ukr.net , 380955910341	1
12	Kharkiv	Pisochyn	MUNICIPAL NON-COMMERCIAL ENTERPRISE OF PISOCHYN VILLAGE COUNCIL "CENTER OF PRIMARY MEDICAL CARE No. 2 OF KHARKIV DISTRICT" Kantsedal Lyubov pesochincpmsd@ukr.net 0577427230	1
13	Kharkiv	Zachepylivka	MUNICIPAL NON-PROFIT ENTERPRISE "ZACHEPYLIV CENTRAL HOSPITAL" OF ZACHEPYLIV VILLAGE COUNCIL OF KHARKIV REGION Zharikova Svitlana zach_crl51060@ukr.net , 380999067380	1
14	Kharkiv	Kharkiv	MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE KHARKIV REGIONAL COUNCIL "REGIONAL CLINICAL PSYCHIATRIC HOSPITAL No. 3" Kovalenko Victor victor.v.kovalenko@gmail.com , 380503020832	1

Annex B. Certificate of Authorization

Certificate of Authorization

to act on behalf of the Manufacturer in case the Bidder is not a Manufacturer

(This should be written in the Letterhead of the Manufacturer. Certificate shall cover all items for which the company is bidding)

Insert: Location

Insert: Date

To:[insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, who is established manufacturer or producer of [insert name of products], hereby authorize [name and address of Bidder] to submit a Bid, and subsequently sign and implement the contract, against the [insert: title of goods and services required as per ITB] for the supply of following products:

Products:

1. _____
2. _____
3.

For and on behalf of Manufacturer or Producer:

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Contact Details:

Delivery Requirements

Delivery Requirements	
Delivery date and time	Delivery of equipment must be completed within 60 calendar days from the contract signing date. Contractor should notify UNDP regarding expected delivery date within at least 2 weeks prior delivery.
Delivery Terms (INCOTERMS 2020)	DDP
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	<p>Consignee (delivery details of the delivery in sufficient quantity are available in Annex A to ANNEX 1: SCHEDULE OF REQUIREMENTS - Specification):</p> <ul style="list-style-type: none"> •Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF SUMY REGIONAL COUNCIL "Regional Specialized Hospital in Hlukhiv" •Ukraine, Sumy oblast, MUNICIPAL NON-PROFIT ENTERPRISE "BURYNSKA HOSPITAL NAMED AFTER PROF. MPNOVACHENKO ». •Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE OKHTYR CITY COUNCIL "OKHTYRKA CENTRAL DISTRICT HOSPITAL"; •Ukraine, Sumy oblast, MUNICIPAL NON-PROFIT ENTERPRISE OF ROMNY CITY COUNCIL "CENTER OF PRIMARY MEDICAL AND SANITARY CARE OF THE CITY OF ROMNY" ; •Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE "YAMPIL HOSPITAL" OF YAMPIL VILLAGE COUNCIL; •Ukraine, Sumy oblast, MUNICIPAL NON-PROFIT ENTERPRISE "CLINICAL MATERNITY HOSPITAL OF THE HOLY VIRGIN MARY" OF SUMY CITY COUNCIL; •Ukraine, Sumy oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE "CENTER OF PRIMARY MEDICAL AND SANITARY CARE №1" OF SUMY CITY COUNCIL ; •Ukraine, Kharkiv oblast, MUNICIPAL NON-PROFIT ENTERPRISE "VALKIV CENTRAL DISTRICT HOSPITAL" •Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE SOLONYTSY VILLAGE COUNCIL "MEDICAL CENTER" OF HEALTH + "KHARKIV DISTRICT" •Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE KHARKIV REGIONAL COUNCIL "REGIONAL CHILDREN'S CLINICAL HOSPITAL" •Ukraine, Kharkiv oblast, MUNICIPAL NON-PROFIT ENTERPRISE OF ZOLOCHIV VILLAGE COUNCIL "ZOLOCHIV CENTRAL HOSPITAL" •Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF PISOCHYN VILLAGE COUNCIL "CENTER OF PRIMARY MEDICAL CARE No. 2 OF KHARKIV DISTRICT" •Ukraine, Kharkiv oblast, MUNICIPAL NON-PROFIT ENTERPRISE "ZACHEPYLIVKA CENTRAL HOSPITAL" OF ZACHEPYLIVKA VILLAGE COUNCIL OF KHARKIV REGION •Ukraine, Kharkiv oblast, MUNICIPAL NON-COMMERCIAL ENTERPRISE OF THE KHARKIV REGIONAL COUNCIL "REGIONAL CLINICAL PSYCHIATRIC HOSPITAL No. 3"
Distribution of shipping documents (if using freight forwarder)	N/A
Packing Requirements	<ul style="list-style-type: none"> - Medical Products shall be transported and stored in accordance with the temperature mode specified in the product instruction. All temperature restricted commodities must be shipped with clear marking the corresponding temperature conditions. It is the responsibility of the Bidder to provide complete packing as required for transportation. Bidders shall explain their capabilities and experience to handle temperature control items where applicable. - The individual packages shall be packed in carton boxes. Packing must be sufficiently strong to withstand rough handling and exposure to extreme temperatures and air moisture. All temperature restricted commodities shall be shipped with a minimum number of data loggers.

	<ul style="list-style-type: none"> - Labelling of primary package now of supply must correspond to the specification approved by UNDP. In case of any deviations found, the Contractor must provide additional documentation to enable receipt of goods. - Primary packaging must preserve quality, safety and stability of the product it contains. The entire package must be duly sealed and protected from spoiling. Each package shall contain instructions for the use of the medicinal product in Ukrainian (preferably) or the original language. - In case medical devices are delivered in original packaging with instructions for the use in the original language, Ukrainian translation of instruction for the use shall be provided in the paper format at the time of supply. - UNDP reserves the right to have at any time the items inspected, tested for quality assurance and rejected if found not in compliance with the requested specifications.
Training on Operations and Maintenance	<input checked="" type="checkbox"/> All necessary technical documentation in Ukrainian must be given by the Contractor at the day of delivery. The supplied equipment quality should be supported by the respective quality certificates confirming compliance with necessary standards and requirements (full list of the required certificates is available in ANNEX 1: SCHEDULE OF REQUIREMENTS – Specification)
Warranty Period	<input checked="" type="checkbox"/> The warranty period for all equipment must be not less than 12 months <input checked="" type="checkbox"/> Delivery must be accompanied by waybill, commercial invoice – 2 originals, packing list, Certificate of Analysis or Technical report for each device, product manual in Ukrainian, Declaration of Conformity of products to the requirements of technical regulations for medical devices or Certificate of State registration or Certificate of conformity assessment (a copy), mandatory warranty documentation
After-sales service and local service support requirements	<input checked="" type="checkbox"/> All equipment must have official warranty service in Ukraine
Preferred Mode of Transport	Land

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	223-2022-UNDP-UKR-RFQ-RPP	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of Bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
VAT payer status	Click or tap here to enter text.
Contract person name	Click or tap here to enter text.
Contact person email	Click or tap here to enter text.
Contact person phone	Click or tap here to enter text.
Company's core activities	Click or tap here to enter text.
Profile – describing the nature of business, field of expertise.	Click or tap here to enter text.
Business Licenses – Registration Papers, Extract from the Register of VAT payers or single tax payers, etc.	EDRPOU, ID tax number. <i>Copies of State registration and Extract from the Register of VAT payers or single tax payers should be attached</i>
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its	<input type="checkbox"/> Yes <input type="checkbox"/> No

Environmental Policy? <i>(If yes, provide a Copy)</i>				
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues <i>(If yes, provide a Copy)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
References	At least 2 (two) recommendation letters from previous clients/customers			
Previous relevant experience (Please note that at least 3 copies/samples of the contracts/purchase orders executed within last 2 years need to be provided)				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER – GOODS

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	223-2022-UNDP-UKR-RFQ-RPP	Date: Click or tap to enter a date.

Table 1. Conformity to the Specification

#	Technical requirements (Features at least)	Conformity (Yes/No)	Offered Brand, Model and Exact characteristics <i>(Technical characteristics should not be less/worse than those listed in the assignment)</i>
1.	Medical and technical specification of a set of automatic external defibrillators with metal storage cases		
	1. General requirements		
	Purpose: for use in adults and children in case of sudden cardiac arrest		
	The equipment must be used in public places and institutions by persons who have been trained to use it		
	Defibrillation mode is fully automatic		
	Voice instructions accompany the entire defibrillation procedure		
	Voice prompts in Ukrainian (also in Russian and English) are available		
	Status indicator is available		
	Speaker with the automatical adjustment of the volume, depending on the default ambient noise level is available		
	Storage space for electrode plates is available		
	Mode switch adults and children is available		
	Language button with the switch between configured languages is desirable		
	USB Port is desirable		
	Micro USB Port is desirable		
	Disposable electrodes 2 sets for adults and 2 sets for children are available		
	Shockproof case on 6 sides from a height of 1.5 meters is available		
	Metal case for wall storage in public places with lighting, alarm lamp, sound siren at opening, and mounting kit is available		
	2. Technical requirements		
	Degree of protection against ingress of solid harmful substances IP-55		
	Degree of protection against harmful ingress of water IP-55		
	Weight (including one battery) 3 ± 0.5 kg		
	Disposable battery		
	Battery capacity 4200 mA * hour or higher		

	Operating time ≥ 13 hours 300 (± 5) bits 200 J		
	Increased shelf life of electrodes and batteries to 5 years is available		
	1. Data storage		
	Graphs Up to 5 hours of ECG graphs is desirable		
	Events Up to 400 events is desirable		
	Voice recording Up to 1 hour is desirable		
	CPR data Up to 5 hours is desirable		
	Self-test reports of 1000 records is desirable		
	Special software to integrate defibrillators into a single system and simultaneous centralized monitoring is is desirable		
	2. Defibrillator		
	Defibrillation curve graph is two-phase truncated exponential (VTE) curve with autocompensation according to the patient's impedance		
	Energy range to choose for adults: 120 J – 200 J (or wider range)		
	Energy range to choose for children: 50 J – 85 J (or wider range)		
	Patient impedance range, not narrower than the specified range from 25 Ohms to 200 Ohms		
	Charge time (from opening the lid to completing charging) <8 s to 200 J, <15 s to 360 J		
	3. Supportive documents		
	User manual in Ukrainian is available		
	Declaration of Conformity of products to the requirements of technical regulations for medical devices or Certificate of State registration or Certificate of conformity assessment (a copy) are available		
	The original Letter of guarantee of the manufacturer (representative office, branch of the manufacturer, if their respective powers extend to the territory of Ukraine) or a representative, dealer, distributor authorized by the manufacturer, which confirms the possibility of delivery of goods subject to procurement and offered by the bidder, with a warranty period and delivery time specified in the announcement are available		

Table 2. Financial offer for the supply of goods in accordance with the technical specification and requirements

Taking into account that the purchase of services will be carried out within the project of international technical assistance, price offers/invoices for payment must be presented without VAT.

The financial offer for the equipment should be submitted in the form below and might be indicated in UAH or US Dollars:

INCOTERMS: DDP				
No.	Description/Specification of Goods (please specify model)	Quantity of units (pcs)	Unit price, without VAT, <i>currency</i>	Total price, without VAT, <i>currency</i>
1	Medical and technical specification of a set of automatic external defibrillators with metal storage cases	14		
	Add : Cost of Transportation/other (DDP, address as indicated in Specification)			
	Other expenses, <i>currency</i>			
	Total amount excl. VAT, <i>currency</i>			

Table 3. Compliance with Requirements

Other Information pertaining to our Quotation are as follows:	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications (including the requirements to all the listed standards)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS) : DDP	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time: Delivery of goods must be carried out within 60 (sixty) calendar days from PO/Contact signature date	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
The warranty period for all goods must be not less than 12 (twelve) months	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
All goods must have official warranty service in Ukraine	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation (min. 60 days)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

Exact name and address of company Company Name: Click or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.
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