**Section III: Returnable Bidding Forms**

**eSourcing reference:** RFQ/2023/46872

Note to Bidders: The following returnable forms are part of this ITB and must be completed and returned by bidders as part of their Bid. Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Biding Forms as instructed and return them as part of your bid by uploading them against their specific Document Checklist in the UNOPS eSourcing system.

This Section comprises the following Returnable Bidding Forms:

* Form A: Joint Venture Partner Information Form
* Form B: Bid Submission Form
* Form C: Price Schedule Form
* Form D: Bidder Information Form
* Form E: Manufacturer’s authorization form
* Form F: Performance Statement Form
  + Form G: Technical Bid Form

**Form A: Joint Venture Partner Information Form**

The Bidder shall fill in this Form in accordance with the instructions indicated below.

ITB reference no: RFQ/2023/46872

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

| **JV / Consortium/ Association Information** | |
| --- | --- |
| **Name** | [complete] |
| **Names of each partner and contact information**  (address, telephone numbers, fax numbers, e-mail address) | [complete] |
| **Name of leading** partner (with authority to bind the JV, Consortium, Association during the Bidding process and, in the event a Contract is awarded, during contract execution) | [complete] |
| **Proposed proportion of responsibilities between partners (in %) with indication of the type of the goods/services to be delivered by each** | [complete] |

**Signatures of all partners of the JV:**

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNOPS for the fulfilment of the provisions of the Contract.

Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Form B: Bid Submission Form**

Bidders are requested to complete this form, sign it and return it as part of their bid submission. 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.

Date: [Insert submission date]

**Subject: Bid for the supply of** [***Insert a brief description of goods/services*]****in**[***Name of country/city*],** ITB Case No.RFQ/2023/46872**,** dated **[insert date]**

We, the undersigned, declare that:

* 1. We have examined and have no reservations to the bidding documents, including amendments No.: [Insert the number and issuing date of each amendment];
  2. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract, and in accordance with the delivery schedules specified in the Schedule of Requirements
  3. The total price of our bid, excluding any discounts offered in item (d) below, is: [Insert the total bid price in words and figures, indicating the various amounts and the respective currencies];
  4. The discounts offered and the methodology for their application are:
* **Discounts**: If our bid is accepted, the following discounts shall apply. [Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies, including if applicable discounts for accelerated payment.]
* **Methodology of application of the discounts**: The discounts shall be applied using the following method: [Specify in detail the method that shall be used to apply the discounts];
  1. Our bid shall be valid for the period of time of [insert number of days which shall not be less than the specified in the Tender Particulars section, Period of Validity of Bids] from the date fixed for the bid submission deadline as set out in the ITB, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
  2. If our bid is accepted, and if so requested in the Tender Particulars section, we commit to obtain a performance security in accordance with Instructions to Bidders Article 34 and the General Conditions of Contract;
  3. We have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS;
  4. We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgement or pending legal action against them that could impair their operations in the foreseeable future;
  5. Our firm confirms that the Bidder and sub-contractors have not been associated, or had been involved in any way, directly or indirectly, with the preparation of the design, terms of references and/or other documents used as a part of this solicitation;
  6. We embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact;
  7. Our firm, its affiliates or subsidiaries – including any subcontractors or suppliers for any part of the contract – has not been declared ineligible by UNOPS, nor is included in the suspended/ineligibility list of the UN/PD, other UN Agencies, the UN Security Council, and the World Bank, in accordance with Instructions to Bidders Article 4, Eligibility;
  8. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this ITB and will not engage in any such activity during the performance of any contract awarded;
  9. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

I, the undersigned, certify that I am duly authorised by [***insert full name of bidder***] to sign this bid and bind [***insert full name of bidder***] should UNOPS accept this bid:

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**[***Stamp form of bid with official stamp of the bidder***]**

**Form C: Price Schedule Form**

ITB reference no: RFQ/2023/46872

Name of Bidder: [insert name of bidder]

**Bid Summary**

**Currency of the Bid:\_\_\_\_\_\_\_\_\_\_\_\_**(please insert USD or UAH)

| **Total Price of Goods DAP Customs cleared Kyiv or Odesa, Ukraine** (+offloading and installation cost in final destination) | [insert amount and currency] |
| --- | --- |
| **Total Price of Related Services (if applicable)** | [insert amount and currency] |
| **Freight Cost (if applicable)** | [insert amount and currency] |
| **Customs clearance costs (if applicable)** | [insert amount and currency] |

**Prices for Goods**

| **Item** | **Description** | **Qty** | **Currency (insert currency – USD or UAH)** | |
| --- | --- | --- | --- | --- |
| **Unit price FCA** | **Unit price DAP** |
| **1.** | **Neurosurgery operating video system with optical magnification and fluorescent modules** | 1 |  |  |
| **2.** | **Installation, Commissioning and User Training** | 1 |  |  |
|  | **Total cost** |  |  | |

**Bidder’s delivery data**

| **Country of origin of offered product** |  |  | | | |
| --- | --- | --- | --- | --- | --- |
| **FCA point(s) of delivery for offered product** |  |  | | | |
| **Shipment dimensions of offered product (Including package)** |  | **Gross weight, kg** | **Total volume, m3** | ***Containers (if applicable)*** | |
| ***Number*** | ***Size*** |
|  |  |  |  |  |

I, the undersigned, certify that I am duly authorised by [***insert full name of bidder***] to sign this bid and bind [***insert full name of bidder***] should UNOPS accept this bid:

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Form D: Bidder Information Form**

The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.

ITB reference no: RFQ/2023/46872

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

1. **Background and Expertise of Organization:**

| **Full legal name of Bidder** | [complete] |
| --- | --- |
| **What year was your firm/organisation established?** | [complete] |
| **Address of registered office** | [complete] |
| **Name of bidder Representative** | complete] |
| **Has your firm/organisation ever filed or petitioned for bankruptcy?** (If YES, explain in detail the reasons why, filing date, and current status.) | [complete] |
| **Does your firm have an actual or potential conflict of interest in this procurement process?** (Refer to Section II: Instructions to Bidders, Article 4, for details on conflict of interest) | [Insert either “No”, or “Yes” in which case please provide details on your actual or potential conflict of interest here] |

1. **UNGM Registration and UNOPS Vendors**

As part of the bid, it is desired that the Bidder goes to the United Nations Global Marketplace (UNGM) registration website: <https://www.ungm.org/Registration/RegisterSupplier.aspx> and fills out the registration.

If the Bidder is already registered with UNGM, please provide your UNGM registration number in the table below and please ensure that your firm’s information on UNGM is current.

The Bidder may still bid 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.

| **Are you a UNGM registered vendor?** | ☐ Yes ☐ No If yes, [insert UGNM vendor number] |
| --- | --- |
| **Are you a UNOPS vendor?** | ☐ Yes ☐ No If yes, [insert UNOPS vendor ID] |

1. **Contact details of persons that UNOPS may contact for requests for clarification during bid evaluation:**

| **Name/Surname** | [complete] |
| --- | --- |
| **Title** | [complete] |
| **Tel Number (direct)** | [complete] |
| **Email address (direct):** | [complete] |

PS: This person must be available during the next two weeks following receipt of bid

**Form E: Manufacturer’s Authorization Form**

A letter issued by the manufacturer authorising the applicant to participate in this particular ITB must be submitted with the bid in the format provided in this Form.

To be eligible for delivery of goods, the bidder must be either the manufacturer of the offered goods or a sole representative of the manufacturer to the United Nations. Should offers for a particular make and model be received from more than one appointed representative, UNOPS reserves the right to select only one.

ITB reference no: RFQ/2023/46872

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To: UNOPS Office in Ukraine, 15 Yaroslaviv Val Str., 01054, Kyiv, Ukraine

**WHEREAS**

We ***[insert complete name of manufacturer***], who are official manufacturers of [***insert type of goods manufactured],*** having factories at ***[insert full address of manufacturer’s factories***], do hereby authorize ***[insert complete name of bidder]*** to submit a bid the purpose of which is to provide the following goods, manufactured by us ***[insert name and or brief description of the goods]***, and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with Clause 4.5 of the General Conditions for Goods, with respect to the goods offered by the above firm.

Signed: [***insert signature(s) of authorized representative(s) of the manufacturer]***

Name***: [insert complete name(s) of authorized representative(s) of the manufacturer]***

Title: ***[insert title]***

Dated on \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ ***[insert date of signing]***

**Form F: Performance Statement Form**

The bidder is requested to provide previous references to complete the below table with details and information from their previous similar experiences.

ITB reference no: RFQ/2023/46872

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

| **Description of services/goods** | **Country** | **Total amount of Contract** | **Contract Identification and Title and**  **Contact details of Client:**  **(Name, Address, telephone, email, fax)** | **Year project was undertaken** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Form G: Technical Bid Form**

ITB reference no: RFQ/2023/46872

Name of Bidder: [insert name of bidder]

Bidders are required to complete the **Comparative Data Tables** included in Section II: Schedule of Requirements to demonstrate compliance with UNOPS requirements and insert them below. Bidders are NOT allowed to make any change in the “UNOPS requirements” columns of the Comparative Data Tables. Such changes might disqualify your quotation.

1. **Summary of Requirements for Neurosurgery Operating Microscope with fluorescent modules and a video system**

**Neurosurgery Operating Microscope with fluorescent modules and a video system – 1 Unit.**

**B. Technical specifications for Goods – Comparative Data Table**

| **N** | **UNOPS minimum technical requirements** | **Is quotation compliant?** Bidder to complete | **Details of goods offered.** Bidder to complete | |
| --- | --- | --- | --- | --- |
|  | **Neurosurgery Operating Video System with optical magnification and fluorescent modules** | ☐ Yes ☐ No | Insert details | |
| **1** | **Neurosurgery microscope, or orbital camera system for conducting surgical microscopy with 4K 3D camera mounted on a flexible semi robotic arm** | ☐ Yes ☐ No |  | |
| **2** | **Stereo base - not less than 22 mm or 4K 3D Orbital Camera System** | ☐ Yes ☐ No |  | |
| **3** | **Total magnification of a microscope with 10x eyepieces – in range from 1.4x to no less than 12x / or 1.4x to no less than 14x, or camera with 26 x magnification lens in 4K resolution** | ☐ Yes ☐ No |  | |
| **4** | **Working distance, varies smoothly in the range:** | ☐ Yes ☐ No |  | |
| 4.1 | Bottom range - no more than 225 mm | ☐ Yes ☐ No |  | |
| 4.2 | Upper range - not less than 500 mm | ☐ Yes ☐ No |  | |
| **5** | **Adjustable eyepieces with a magnification of at least 10x - 6 pcs., or eyepiece free system with 4K resolution camera** | ☐ Yes ☐ No |  | |
| **6** | **Possibility of dioptres correction of eyepieces in minimum range from -5 dioptres up to +5 dioptres for devices with binocular tubes, or eyepiece free system with 4K resolution camera** | ☐ Yes ☐ No |  | |
| **7** | **Focusing - motorised and manual** | ☐ Yes ☐ No |  | |
| **8** | **Surgeon's binocular tube, or binocular free system with 4K 3D camera mounted on a flexible semi-robotic arm** | ☐ Yes ☐ No |  | |
| **9** | **Adjustable tilt angle of the surgeon's binocular tube in minimum range - from 50° to at least 100°, or 360° angle of 4K 3D camera mounted on a flexible semi-robotic arm** | ☐ Yes ☐ No |  | |
| **10** | **Stereo attachment for binocular assistant tube side (main doctor and two assistant), or video system with 4K 3D camera and Screen 4K 3D Visualization with 6 pcs of 3D glasses** | ☐ Yes ☐ No |  | |
| **11** | **Adjustable angle of inclination of the binocular assistant tube on the side in the range - in minimum range from 50° to at least 100°, or 360° angle of 4K 3D camera mounted on a flexible semi-robotic arm and binocular free system** | ☐ Yes ☐ No |  | |
| **12** | **Opposite assistant tube for the 2nd surgeon’s assistant, or video system with 4K 3D camera and Screen 4K 3D Visualisation** | ☐ Yes ☐ No |  | |
| **13** | **Illumination** | ☐ Yes ☐ No |  | |
| 13.1 | Main light source - not less than 300 W xenon lamp or LED light source integrated in 4K 3D camera | ☐ Yes ☐ No |  | |
| 13.2 | Emergency light source - not less than 300 W xenon lamp or system with LED light source integrated in 4K 3D camera | ☐ Yes ☐ No |  | |
| 13.3 | Setting the diameter of the light field: automatic and manual | ☐ Yes ☐ No |  | |
| 13.4 | Built-in automatic system for synchronising the diameter of the light field with the magnification level with manual adjustment and reset function, or LED light video system | ☐ Yes ☐ No |  | |
| 13.5 | Built-in automatic system for synchronising light intensity with working distance | ☐ Yes ☐ No |  | |
| 13.6 | Ability to connect navigation stations | ☐ Yes ☐ No |  | |
| 13.7 | Fluorescent and picture Modules - not less than 3 | ☐ Yes ☐ No |  | |
| 13.8 | Fluorescence angiography module for vascular imaging when the patient receives the Indocyanine Green INN drug in the IR spectrum | ☐ Yes ☐ No |  | |
| 13.9 | Fluorescence neurooncology module using a 5-ALA photosensitizer | ☐ Yes ☐ No |  | |
| 13.10 | Fluorescence module for imaging fluorescein with a wavelength of 560 nm, or 4K 3D video system with NBI – Narrow Band Imaging Mode | ☐ Yes ☐ No |  | |
| 13.11 | Possibility to turn on the fluorescence mode on the microscope or camera handle | ☐ Yes ☐ No |  | |
| **14** | **Type of base of device – microscope with counterweight, floor mounted, mobile with electromagnetic brakes, or device on mobile trolley with built-in video processor, 4 wheels with brakes, 4K 3D camera mounted on a flexible semi-robotic arm** | ☐ Yes ☐ No |  | |
| **15** | **Control unit - a touch screen integrated into the base of microscope with a reflection of the settings** | ☐ Yes ☐ No |  | |
| **16** | **Balancing the column base and microscope holder - automatic, with manual adjustment function, or device with flexible semi-robotic arm with manual adjustment of camera lens** | ☐ Yes ☐ No |  | |
| **17** | **Wireless microscope control pedal with multiple functions** | ☐ Yes ☐ No |  | |
| **18** | **The extension height of microscope objective - not less than -1800 mm, or 4K 3D camera mounted on a flexible semi-robotic arm with minimum height 2,200mm** | ☐ Yes ☐ No |  | |
| **19** | **Range of vertical movement of the microscope or camera head - not less than 1000 mm** | ☐ Yes ☐ No |  | |
| **20** | **Microscope or camera Lateral Tilt Range - not less than 90°** | ☐ Yes ☐ No |  | |
| **21** | **Sterile draping cover – 100 pcs** | ☐ Yes ☐ No |  | |
| **22** | **Video system** | ☐ Yes ☐ No |  | |
| 22.1 | Integrated into a column base or 4K 3D display on a separate monitor stand | ☐ Yes ☐ No |  | |
| 22.2 | Mounting the LCD or HD on a microscope column base using the remote bracket, or separate monitor movable stand | ☐ Yes ☐ No |  | |
| 22.3 | Registration of photos and videos on the built-in hard drives, or by 4K video recorder as a separate unit | ☐ Yes ☐ No |  | |
| 22.4 | High Resolution Touch Medical Monitor or 4K medical monitor | ☐ Yes ☐ No |  | |
| 22.5 | Diagonal touch medical monitor - not less than 21,5 inches or 4K 3D medical monitor with minimum 55 inch | ☐ Yes ☐ No |  | |
| **23** | **General requirements and related services** | ☐ Yes ☐ No |  | |
| 23.1 | Bidder must confirm unloading all goods within a Lot at final place of destination (must be done on the day of delivery of the equipment) | ☐ Yes ☐ No |  | |
| 23.2 | The equipment should have certificate of registration for use of goods within the territory of Ukraine according to the current Ukrainian legislation including the Certificate of state registration | ☐ Yes ☐ No |  | |
| 23.3 | Bidder which does not manufacture or produce the Goods it offers to supply, shall submit the Manufacturer’s Authorization to demonstrate that it has been duly authorised by the manufacturer or producer of the Goods to supply these Goods in the country of destination | ☐ Yes ☐ No |  | |
| 23.4 | Commissioning works on putting equipment into operation must be done within 14 calendar days after the delivery of the equipment | ☐ Yes ☐ No |  | |
| 23.5 | Manufacturer’s standards. All offered equipment has to be manufactured by ISO 9001:2015 and ISO 13485:2016 certified manufacturers. Copies of the original certifications, issued by authorised notified bodies, shall be included in the bid | ☐ Yes ☐ No |  | |
| 23.6 | Medical equipment standards. All offered medical equipment, tools and consumables shall be in possession of European conformity marking (CE Mark), according to 93/42/EEC directive or 98/79/EC, or FDA approval or compliance to other internationally recognized medical devices regulatory systems. Bidders shall ensure conformity of the equipment with all applicable Ukrainian regulations. | ☐ Yes ☐ No |  | |
| 23.7 | The period of validity of the Warranty. The warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination. The Warranty should include preventive maintenance, replacement of defective parts/equipment, repair of equipment, labour for equipment repair and/or parts replacement. | ☐ Yes ☐ No |  | |
| 23.8 | Warranty service. Within the warranty period, the Supplier or its authorised service centre shall provide maintenance and/or repair services to the equipment operation site/ or provide replacement device not later than 5 (five) workdays from the date of receipt of written or E-mail notification from an authorised party. The name of the company, address, telephone- and fax numbers, e-mail address must be mentioned in the bid. The service centre shall have at least one certified engineer in its staff. All costs connected with warranty maintenance are covered by the Supplier. | ☐ Yes ☐ No |  | |
| 23.9 | Technical documentation for maintenance and repair of the supplied goods. For each offered item, the Bidder shall provide the technical documentation for performing maintenance and operating repair of the supplied Goods by the technical staff of the Consignee and/or end-users. Such documentation shall include all necessary electrical diagrams, drawings, technical specifications of the devices and their parts, troubleshooting information, safety instructions, etc. that will allow the technical staff of the Consignee and/or end-users to conduct maintenance and operating repair in strict compliance with Goods specifications. The minimum set of technical documents to be provided with each piece of equipment delivered is the following: 1) User Manual and Operating Instructions (in Ukrainian or Russian); 2) Technical Certificate / maintenance guidelines (in Ukrainian or Russian and English) | ☐ Yes ☐ No |  | |
| 23.10 | The Bidder is required to confirm the list and contents of documentation to be provided together with the Goods at the delivery. | ☐ Yes ☐ No |  | |
| **24** | **Training** | ☐ Yes ☐ No |  | |
| 24.1 | The Bidder must organise appropriate user training in Ukrainian or Russian language for effective and problem-free use of the equipment included in this tender at the location of delivery. | ☐ Yes ☐ No |  | |
| 24.2 | A training proposal for the operation of the equipment must be submitted by the Bidder together with tender documents. | ☐ Yes ☐ No |  | |
| 24.3 | This proposal shall include at least: •Schedule and duration •Description of training materials | ☐ Yes ☐ No |  | |
| **25** | **Bid includes total gross weight of the goods in kg and total volume in m3.** | ☐ Yes ☐ No |  | |
| **26** | **Bid includes brand/model of the equipment and manufacturer's technical literature/catalogue, all confirming that the offered items comply with required specifications.** | ☐ Yes ☐ No | Please indicate brand and model | |

**C. Delivery requirements and Comparative Data Table**

| **UNOPS Requirements** | | **Is bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Delivery time** | Bidder shall deliver the goods within **120 calendar days** after Contract signature. Bidder shall provide commissioning of the equipment and training within **14 calendar days** after delivery of the equipment | ☐ Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | DAP customs cleared Odesa, Ukraine  or  DAP customs cleared Kyiv, Ukraine  Tax exemption documents will be provided to the successful Bidder |  |  |
| **Consignee details** | The Military Medical Clinical Centre of the Southern Region, Odesa  or  The National Military Medical Clinical Centre “Main Military Clinical Hospital”, Kyiv |  |  |
| **Warranty** | The Bidder shall remain liable for the packing and consistency of the items supplied for the period of shipment and acceptance for use. Any items found unacceptable shall be returned and changed at no costs to UNOPS. |  |  |
| **Packing standards** | The Bidder shall ensure the best international packing standards of goods supplied, including use of eco-friendly packing materials. |  |  |

**D. Inspections and tests**

The following inspections and tests shall be performed:

(i) The Supplier shall perform all needed tests before the shipment to confirm that the goods meet the Purchaser requirements. Documented confirmation of such tests has to be sent to the Purchaser before the shipment;

(ii) The Purchaser will check the availability of Compliance Certificates issued for equipment supplied;

(ііі) The Supplier shall demonstrate that the software has been properly installed on all corresponding equipment;

(іv) The Purchaser (with the assistance of the Supplier) will check the functionality/operability and the compliance of main characteristics of all items of equipment with Technical Requirements. If the consumables should be used for equipment checking (reagents for rapid-response analysers, etc.) - they must be provided by the cost of the Supplier.

UNOPS or its representative may inspect and/or test any or all items of the goods to confirm their conformity to the contract, prior to dispatch from the supplier’s premises. Such inspection and clearance will not prejudice the right of the consignee to inspect and test the goods on receipt at destination.

If the goods fail to meet the laid down specifications, the supplier shall take immediate steps to remedy the deficiency or replace the defective goods to the satisfaction of the purchaser.

The offered goods and related services (if applicable) are in accordance with the required specifications and requirements specified in **Section II: Schedule of Requirements**.

☐ Yes ☐ No

ANY DEVIATION MUST BE LISTED BELOW:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**List of subcontractors or suppliers (if applicable)**

Bidder must identify the names of all subcontractors/suppliers who will be providing good/services under this contract and the type of work being subcontracted, if applicable.

1. \_[Full legal name and address of subcontractors]\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_