**Section III: Returnable Bidding Forms**

**eSourcing reference:** **ITB/2023/49427**

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 Bidding 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: Technical Bid Form
* Form E: Bid Security Form [ not required]
* Form F: Manufacturer’s authorization form
* Form G: Performance Statement Form

**Form A: Joint Venture Partner Information Form (If needed)**

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

ITB reference no: **ITB/2023/49427**

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 fulfillment 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. **[Insert ITB ref number],** 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 judgment 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 authorized 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: **ITB/2023/49427**

Name of Bidder: [insert name of bidder]

Bidders shall fill in these Price Schedule Forms in accordance with the instructions indicated.

**Bid Summary**

| **Total Price of Goods DAP (USD)** | [insert amount and currency] |
| --- | --- |

**Prices for Goods**

| **Item** | **Description** | **Qty** | **Currency (USD)** | |
| --- | --- | --- | --- | --- |
| **Unit price DAP** | **Total price**  **DAP** |
| **1.** | **Supply, Delivery and installation of Digital C arm Machine with all accessories stipulated under “ Section II\_schedule of requirements” to AVH hospital, East Jerusalem.** | **1** |  |  |
| **2.** | **Factory level service training for one hospital engineer, including all Travelling expenses such as Air ticking, accommodation, transportation, meals,border fees…etc.** | **1** |  |  |
| **Total Price of Goods (USD)** | | | |  |

**Bidder’s delivery data**

| **Country of origin of offered product** |  | | | | |
| --- | --- | --- | --- | --- | --- |
| **Manufacture** |  | | | | |
| **Model Number** |  | | | | |

I, the undersigned, certify that I am duly authorized 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: Technical Bid Form**

ITB reference no: **ITB/2023/49427**

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 bid.

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

| **Item No** | **UNOPS minimum technical requirements** | **Quantity** | **Is bid compliant?** Bidder to complete | **Details of goods offered.** Bidder to complete |
| --- | --- | --- | --- | --- |
| **1** | **Digital C arm Machine**  Ideal to be used for Vascular, Orthopedic, Spine, neurosurgery and interventional Radiology Procedures  Premium Brand Device with latest Technology  **X Ray Generator**  Output power of minimum 15 KW or more for digital radiography  Dedicated DC Controlled High Frequency X Ray Generator of minimum 40 KHZ Generator Frequency with complete Digital Fluoroscopy  Fluoroscopy KV range: 40-120KV or more in steps of 1KV  Fluoroscopy mA (Normal) up to 17 mA  Pulsed fluoroscopy mA range 1.5-250mA , pulse width 7-40 ms  Pulse rate 1,2,4,8,12.5,25 p/s  Machine should allow capture of Single Shot Images in Fluoroscopy Mode (SNAP SHOT)  Recording of kV and mA for each exposure  **Single Phase AC power Supply**  **All Vascular Software includes Digital Subtraction Angiography (DSA), MSA, with Road Map facility should be provided as standard and contrast media injector**  **X-Ray Tube**  Dual focus Rotating Anode with focal spot size of 0.6mm or less  Anode heat capacity 300KHU or more  The collimation system should be Iris  Collimator shutters operation should be done without radiation.  Advanced cooling to prevent overheat for long procedures  Thermal safety cutoff to be provided  Emergency Stop Button  **C arm**  · Fully Counterbalanced C ARM with following estimated movements:  · Horizontal Travel of 250mm or more  · Swivel range Movement - +/- 12.5 Degrees or more  · Angulation - +/- 225 Degrees  · Arc orbital movement of -120/ +45 degrees  · Depth of the C – at least 750 mm  · Source to image Distance – 109 cm or more  · LASER AIMER for Radiation free positioning of C Arm  · Locking of all movements kindly specify the type  Electromagnetic breaks  · Radiation indicator lamp on monitor  · Integrated Laser target device for proper positioning without radiation.  **TV Camera & Memory**  Compact CCD camera with at least 3k x 3k pixels or better, along with Two No. 19” TFT high resolution touch monitor mounted on easy to move integrated trolley having facility of recording devices for archiving of images on a hard disk of about 18000 or more images, as well as on CD in DICOM 3 format.  Flat Panel Detector CMOS , the largest  pixel size more than 100  DICOM viewer software must be burnt automatically to view images on any PC.  · Digital filters for noise reduction, edge enhancement & motion detector  · Real time image rotation of LIVE & Last Image Hold.  · Display of positive / negative images  frame rate 30 f/s  cine loop with auto play back  Beam filtration Technology for Dose reduction Technique  Excellent Image quality with Lower dose  · Dose report should be available at the end of each expos  Dose Area Product DAP  · Image storage: 100,000 images on hard disk in 1K2 matrix, larger is better  · WLAN: WLAN-Client module with Ethernet connection for wireless transmission of DICOM image data, e.g. to a PACS  · DICOM Offline Media (CD/DVD):DICOM Viewer for viewing patient images on a PC can be written to CD/DVD  · USB 2.0: Support for e.g. data exchange with external devices  · External monitor connections: Live monitor (L):Video splitter output for connecting an external live monitor  · Reference monitor (R):Video splitter output for connecting an external reference monitor  · VGA interface (splitter), 1 x 15 pin VGA (no galvanic separation)  · Key switch: X-ray release can be disabled with a key switch to prevent unauthorised use  · When disabled, the system can still be used as a viewing station and for image processing  Last Image hold  Possibility to Import/ export worklist  Possibility to retrieve images from PACS during operation in order to compare  Apply markings and labels to live imaging  "Removable Grid: A grid that can be removed to  perform applications with lower dose**"**  **Complete with all accessories and consumables needed to work completely as specified**  **Factory level service training should be included for one hospital engineer**  **Checklist of the required documents / info:**  A copy of the authorization letter.  Original catalogue including the technical data sheet.  FDA Premarket Clearance approval (510K certificate) or CE  **A commitment to provide a factory test report upon equipment delivery**  **Commitment to do any HW or SW upgrade FOC during the warranty period**  **Original catalogue including the technical data sheet.**  **Warranty: 3 years from successful installation and operation.**  **Commitment to conduct Preventive Maintenance (PM) on semiannual basis during the warranty period and according to manufacturer recommendations if needed.**  **Commitment from the manufacturer for the availability of needed spare parts upon request for 10 years from equipment purchase.**  **Installation reference sites for the model offered (if yes mention)**  **Commitment to provide Service and operation manuals (in English) (CD + Hard copies** |  | ☐ Yes ☐ No | Insert details of goods offered, including specifications and brand/model offered if applicable |

**Delivery requirements – Comparative Data Table**

| **UNOPS Requirements** | | **Is bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Delivery time** | Bidder shall deliver the goods **within 70 -90 calendar days** after Contract / P.O signature. | ☐ Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | Machine with all accessories shall be delivered under **DAP** “Delivery At Place” incoterms 2020 to the following final destination:- **AVH hospital, East Jerusalem.** | ☐ Yes ☐ No | Insert details |
| **Consignee details** | **AVH hospital, East Jerusalem, Israel.** | ☐ Yes ☐ No | Insert details |
| **UNOPS Right to vary requirements** | At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed **+/- 100%** , without any change in the unit prices or other terms and conditions of the ITB. | ☐ Yes ☐ No | Insert details |
| **Local representative** | A bidder who is not a registered company in Palestine (state of), must provide details of their local representative in Palestine (state of) for the purpose of Installation, training, warranty and after sales services. Documents to be submitted: 1. Signed agreement between the two parties (bidder & local agent), 2. Distribution agreement between the bidder & local agent, and 3. The local agent's full name, physical address, email address, telephone & mobile numbers. | ☐ Yes ☐ No | Insert details |
| **Performance Guarantee** | The awarded bidder has to submit a performance guarantee of 5% of P.O/contract amount. | ☐ Yes ☐ No | Insert details |

**D. Important terms**

1) The Supplier should deliver & install the Machine to specific site on his responsibility;

2) All the required delivery & installation materials, accessories, preparation, labour should be handed by the supplier and on his cost;

3) After the Satisfactory Supply, delivery and installation of the Machine to final destination, the supplier is responsible to provide Warranty coverage comprehensive of materials, products, parts and workmanship. Warranty entails goods to be free of defects and to be repaired or replaced free of charge, including whatever cost associated to it, for a period given by the manufacturer and as stated under requirements.

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:

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

I, the undersigned, certify that I am duly authorized 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 E: Manufacturer’s Authorization Form**

A letter issued by the manufacturer authorizing 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: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To: UNOPS

**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 of Contract for the provision of 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**

ITB reference no: **ITB/2023/49427**

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

| **Order placed by (Full address of purchaser)** | **Order no & date** | **Description & quantity of ordered items** | **Value of Order** | **Date of completion of Delivery** | | **Remarks indicating reasons of late delivery, if any** | **Was the supplies of goods satisfactory?** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **As per Contract** | **Actual** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

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

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

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

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