

Amendment 2:

to the ITB Ref No: ITB-PHL-2024-046

Dear Bidders,

Please be informed of the following amendments to the tender:

- 1) The warranty requirements listed under Section IV - 3) and Section V - c) have been revised to refer bidders to the warranty requirements applicable to each item provided in the ToRs items
- 2) To reflect the specifications in the ToR provided, the equipment **ID HEAL-10-007** title under Lot 5 has been revised as **"Reagent Refrigerator (4-door)"**
- 3) The post service class documents can be accessed through this [link](https://drive.google.com/file/d/1q2tinJZd1Dxp7pV2KkSlbryO9s1FleRV/view?usp=sharing)
<https://drive.google.com/file/d/1q2tinJZd1Dxp7pV2KkSlbryO9s1FleRV/view?usp=sharing>
- 4) The tender closing date is extended to **27 February 2024 at 17:00 Philippines local time (or GMT + 8)**
- 5) The deadline to request clarification is extended to **22 February at 12:00pm Philippines local time (or GMT + 8)**

Please be reminded to access all responses to the clarifications through this [link](https://docs.google.com/spreadsheets/d/1pbgUzqxXallnN9AfscA7h7IUN0vztK3q_6TH00MV1OM/edit?usp=sharing)

https://docs.google.com/spreadsheets/d/1pbgUzqxXallnN9AfscA7h7IUN0vztK3q_6TH00MV1OM/edit?usp=sharing

Please be guided accordingly.

We look forward to receiving your bid.

Pre-cleared by:

S. Senthil Kumar

Name: Senthil Kumar SUBRAMANI
Title: Procurement Senior Manager
Date: Feb 21, 2024

Approved by:

Thazin Aung

Name: Thazin AUNG
Title: Programme Senior Manager
Date: 21 Feb 2024

Amendment 1:

to the ITB Ref No: ITB-PHL-2024-046

Dear Bidders,

Please be informed of the following amendments to the tender:

- The tender closing date is extended to **22 February 2024 at 17:00 Philippines local time (or GMT + 8)**
- The deadline to request clarification is extended to **20 February at 12:00pm Philippines local time (or GMT + 8)**
- Details on the delivery addresses were added to the sheet "[Final Allocation List_Lab_public \(PHL-2024-046\)_Amendment 1.xlsx](#)". Please refer to the column I in the sheet, using the provided hyperlink. <https://docs.google.com/spreadsheets/d/1fxplKO5G0MjVXs-GGWelts9lXr3uwH5j/edit?usp=sharing&ouid=1051318408628281168&rtpof=true&sd=true>
- The responses to all clarification requests can be accessed through this [link](https://docs.google.com/spreadsheets/d/1pbgUzqxXallnN9AfsCA7h7IUN0vztK3q_6TH00MV1OM/edit?usp=sharing) https://docs.google.com/spreadsheets/d/1pbgUzqxXallnN9AfsCA7h7IUN0vztK3q_6TH00MV1OM/edit?usp=sharing

Please be guided accordingly.

We look forward to receiving your bid.

Pre-cleared by:

S. Senthil Kumar

Name: Senthil Kumar SUBRAMANI

Title: Procurement Senior Manager

Date: _____

Approved by:

Thazin Aung

Name: Thazin AUNG

Title: Programme Senior Manager

Date: 16 Feb 2024

Invitation to Bid (ITB) for Goods/Services

Provision of Laboratory Equipment and Supplies for DoH in various Locations in the Philippines

ITB Ref No: **ITB-PHL-2024-046**

Version: v2021



Invitation letter

Dear Sir/Madam,

Subject: Invitation to Bids for the Provision of Laboratory Equipment and Supplies for DoH in various Locations in the Philippines

ITB Ref No.: PHL/2024/046

The United Nations Office for Project Services (hereinafter referred to as UNOPS) is pleased to invite prospective bidders to submit a bid in accordance with the UNOPS General Conditions of Contract and the Schedule of Requirements as set out in this Invitation to Bid (ITB).

The ITB consists of the following:

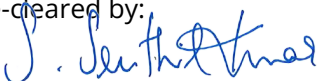
- This Invitation Letter
- Section I: ITB Particulars
- Section II: Instructions to Bidders
- Section III: Evaluation Criteria
- Section IV: Schedule of Requirements
- Section V: Returnable Bidding Forms
 - o Form A: Bid/No Bid Confirmation Form
 - o Form B: Checklist Form
 - o Form C: Bidder Information Form
 - o Form D: Joint Venture Partner Information Form
 - o Form E: Bid Submission Form
 - o Form F: Price Schedule Form
 - o Form G: Technical Bid Form
 - o Form H: Performance Statement Form
 - o DRIVE Supplier Sustainability Questionnaire
- o VI-1: UNOPS General Conditions of Contract
- o VI-3: UNOPS sample contract (Purchase Order)

If you are interested in submitting a bid in response to this ITB, please prepare your bid in accordance with the requirements and procedure as set out in this ITB and submit it to UNOPS by the deadline for bid submission set out in Section I: ITB Particulars.

Please acknowledge receipt of this ITB by returning Form A (see Section V, Returnable Bidding Forms) as far in advance of the bid opening date as possible, to the email address: anabethT@unops.org indicating whether or not you intend to submit a bid. If you are declining to bid, please state the reasons on the form in order for UNOPS to improve its effectiveness in future invitations.

We look forward to receiving your bid.

Prepared by:



Name: Senthil Kumar SUBRAMANI
Title: Procurement Senior Manager
Date: 05-Feb-2024

Approved by:



Name: Thazin AUNG
Title: Programme Senior Manager
Date: 6 Feb 2024

Section I: ITB Particulars

The following specific data shall complement, supplement or amend the provisions in Section II: Instruction to Bidders. In case there is a conflict, the provisions herein shall prevail over those in Section II: Instructions to Bidders.

Instructions to Bidders Article	Particulars
Scope of Bid (Article 1)	The goods include the <i>Provision of Laboratory Equipment and Supplies for DoH laboratories and isolation facilities in the Philippines</i> as further described in Section IV of this ITB.
Contact person for correspondence, notifications and requests for clarifications (Article 1)	<p>All correspondence, notifications and requests for clarifications in relation to this ITB shall be sent to: Anabeth TOLIBAS -</p> <p>anabethT@unops.org copying eugenen@unops.org</p> <p>United Nations Office for Project Services EAPMCO - SSU - Procurement +639278672445</p> <p>ATTENTION: BIDS SHALL NOT BE SUBMITTED TO THE ABOVE ADDRESS BUT TO THE ADDRESS FOR BID SUBMISSION AS SET OUT BELOW (see Article 22).</p>
Interpretation of the ITB (Article 2)	<p>This ITB is conducted in accordance with the applicable provisions of UNOPS Procurement Manual (latest version of which can be accessed at: https://www.unops.org/es/business-opportunities/how-we-procure and other relevant Operational Directives and Operational Instructions that are referred to in the Procurement Manual. In case of contradictions between this ITB and the UNOPS Procurement Manual, the UNOPS Procurement Manual shall prevail.</p>
Bidder Eligibility (Article 4)	No nationalities are excluded from submitting a bid. However, the bidder should be duly-registered in the Philippines and have relevant authorization to supply medical equipment and supplies in the country, including (but not limited to) FDA Product Certifications and LTO (if required as per FDA regulations)
Clarifications (Article 7) and Amendments (Article 3)	<p>Requests for clarification from bidders will not be accepted any later than Tuesday 13 February 2024 at 5:00 pm Manila time.</p> <p>Responses to requests for clarification and/or amendments will be sent to bidders that received the ITB directly from UNOPS</p>
Clarification or Pre-bid Meeting (Article 8)	A clarification meeting shall not be held.
Site Inspection (Article 9)	A site inspection shall not be held.
Bid validity period (Article 12)	Bids shall remain valid for acceptance by UNOPS for 60 days from the Deadline for Bid Submission.

Partial bids (Article 13)	Bidders shall be allowed to submit bids for one or more lots, or for all of the lots identified in Section IV: Schedule of Requirements. However, Bidders must offer 100 % of the items specified for each lot and 100% of the quantities specified for each item of a lot. Evaluation will be done per lot.
Alternative bids (Article 14)	Alternative bids are not accepted.
Bid Currency(ies) (Article 16)	Bids shall be quoted in PHILIPPINE PESO
Duties and Taxes (Article 17)	All bids shall be submitted INCLUSIVE of any <i>indirect tax, such as sales taxes, VAT, taxes on commodities such as fuel</i>
Bid Security (Article 18)	Bid security is not required.
Language of bids (Article 20)	All bids, information, documents and correspondence exchanged between UNOPS and the bidders in relation to this bid process shall be in English
Deadline for Bid Submission (Article 21)	All bids must be submitted by 17:00 hours Philippines time on 15 February 2024
Bid Submission (Article 22)	Bids must be submitted as follows: By email to secure bid email address: asnys@unops.org [with copy to anabethT@unops.org], by the Deadline for Bid Submission and the file shall not exceed [8 Megabytes]. In order to facilitate the UNOPS evaluation process, documents attached should be named according to the section/form number of this ITB and -where possible- PDF documents should be provided in a format which allows text searches within the document.
Opening of Bids (Article 24)	Public bid opening will not be held.
Type of contract to be awarded (Article 33)	UNOPS will sign the following contract with the awarded bidder(s): Purchase Order
Signing of contract (Article 33)	UNOPS plans to award the contract by 7 March, 2024
Performance Security (Article 34)	Performance security is not required.
Payment terms (Article 35)	Within 30 days after receipt of the goods/services and on submission of payment documentation.
Advanced Payment (Article 35)	Advanced payment is not allowed.
Liquidated damages (Article 36)	Liquidated damages are not applicable.

Section II: Instruction to Bidders

1. SCOPE OF BID

Bidders are invited to submit a bid for the goods and/or services specified in Section IV: Schedule of Requirements, in accordance with this ITB. A summary of the scope of the bid is included in **Section I: ITB Particulars**.

All correspondence and notification in relation to this ITB shall be sent to the contact person and address set out in **Section I: ITB Particulars**. Please note that the address for Bid Submission may be different.

2. INTERPRETATION OF THE ITB

This ITB is an invitation to treat and shall not be construed as an offer capable of being accepted or as creating any contractual, other legal or restitutionary rights.

No binding contract, including a process contract or other understanding or arrangement, will exist between the bidder and UNOPS and nothing in or in connection with this ITB shall give rise to any liability on the part of UNOPS unless and until the Contract is signed by UNOPS and the successful bidder.

3. AMENDMENTS TO THE ITB

Prior to the deadline for Bid Submission, UNOPS may at its discretion modify the bidding documents by way of a written addendum. All written addenda to the bidding documents shall form part of the ITB.

In the event UNOPS modifies the ITB, UNOPS will notify in writing all bidders that have received the ITB directly from UNOPS if the ITB was not available online, and/or, if the ITB was available online or if stated in the **ITB Particulars in Section I**, responses will be posted online.

In order to give the bidders reasonable time to take such modification into account, UNOPS may extend the Deadline for Bid Submission as may be appropriate under the circumstances.

4. BIDDER ELIGIBILITY

Bidders may be a private, public or government-owned legal entity or any association with legal capacity to enter into a binding contract with UNOPS.

A bidder, and all parties constituting the bidder, may have the nationality of any country with the exception of the nationalities, if any, listed in **Section I: ITB Particulars**. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.

A Bidder shall not have a conflict of interest. A bidder shall be considered to have a conflict of interest if:

- A Bidder (including its personnel) has a close business or family relationship with a UNOPS personnel or with personnel of the UNOPS partner who engaged UNOPS and who: (i) are directly or indirectly involved in the preparation of the bidding documents or specifications of the contract, and/or the bid evaluation process of such contract; or (ii) would be involved in the implementation or supervision of such contract;
- A Bidder is associated, or has been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNOPS to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods, services or works required in the present procurement process;
- A Bidder has an interest in other bidders, for the same procurement activity, including when they have common ownership and/or management. Bidders shall not submit more than one bid, except for alternative offers, if permitted. This will result in the disqualification of all bids in which the Bidder is involved. This includes situations where a firm is the Bidder in one bid and a subcontractor on another; however, this does not limit the inclusion of a firm as a subcontractor

in more than one bid. In the case of procurement processes with lots, this provision shall apply on a lot by lot basis;

- A Bidder does not comply with any other conflict of interest situation relevant to the specific procurement process as specified in the solicitation document.

Bidders must disclose any actual or potential conflict of interest in the Bidder Information Form and they shall be deemed ineligible for this procurement process unless such conflict of interest is resolved in a manner acceptable to UNOPS. Failure to disclose any actual or potential conflict of interest may lead to the Bidder being sanctioned further to [UNOPS policy on vendor sanctions](#).

A Bidder shall not be eligible to submit a bid if and when at the time of bid submission, the Bidder:

- is included in the Ineligibility List, hosted by [UNGM](#), that aggregates information disclosed by UNOPS ([UNOPS Ineligibility List](#)) and other Agencies, Funds or Programs of the UN System;
- is included in the [Consolidated United Nations Security Council Sanctions List](#), including the [UN Security Council Resolution 1267/1989 list](#);
- is included in the [World Bank Corporate Procurement Listing of Non-Responsible Vendors](#) and [World Bank Listing of Ineligible Firms and Individuals](#).
- is included in any other Ineligibility List from a UNOPS partner and if so listed in **Section I: ITB Particulars**.
- is currently suspended from doing business with UNOPS and removed from its vendor database(s), for reasons other than engaging in proscribed practices as defined in the UNOPS Procurement Manual.

All bidders are expected to embrace the principles of the [United Nations Supplier Code of Conduct](#), given that it originates from the core values of the Charter of the United Nations. UNOPS also expects all its suppliers to adhere to the principles of the [United Nations Global Compact](#) and requests that all bidders observe the highest standard of ethics during the entire bid process, as well as the duration of any contract that may be awarded as a result of this bid process as further defined in Article 40.

If a bidder does not have all the expertise required for the provision of the goods/services to be provided under the Contract, such bidder may submit a bid in association with other entities, particularly with an entity in the country where the goods and/or services are to be provided. In the case of a joint venture, consortium or association:

- (i) All parties of such joint venture, consortium or association shall be jointly and severally liable to UNOPS for any obligations arising from their bid and the Contract that may be awarded to them as a result of this ITB;
- (ii) The bid shall clearly identify the designated entity designated to act as the contact point to deal with UNOPS. The duly filled Form D: Joint Venture Partner Information Form must be included with the Bid. Such entity shall have the authority to make decisions binding upon the joint venture, association or consortium during the bidding process and, in the event that a contract is awarded, during the duration of the contract; and
- (iii) The composition or the constitution of the joint venture, consortium or association shall not be altered without the prior consent of UNOPS.

5. ERRORS OR OMISSIONS

Bidders shall immediately notify UNOPS in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the ITB, with full details of those ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.

Bidders shall not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.

6. BIDDERS' RESPONSIBILITY TO INFORM THEMSELVES & ACKNOWLEDGEMENT

Bidders shall be responsible to inform themselves in preparing their bid. In this regard, Bidders shall ensure that they:

- i. examine and fully inform themselves in relation to all aspects of the ITB, including the Contract and all other documents included or referred to in this ITB;
- ii. review the ITB to ensure that they have a complete copy of all documents;
- iii. obtain and examine all other information relevant to the project and the scope of the requirements available on reasonable enquiry;
- iv. verify all relevant representations, statements and information, including those contained or referred to in the ITB or made orally during any clarification meeting or site inspection or any discussion with UNOPS, its employees or agents;
- v. attend any Clarification Meeting or Site Inspection if it is mandatory under this ITB;
- vi. fully inform and satisfy themselves as to requirements of any relevant authorities and laws that apply, or may in the future apply, to the supply of the goods/services; and
- vii. form their own assessment of the nature and extent of the goods/services required as included in Section IV: Schedule of Requirements and properly account for all requirements in their Bid.

Bidders acknowledge that UNOPS, its directors, employees and agents make no representations or warranties (express or implied) as to the accuracy, currency or completeness of this ITB or any other information provided to the bidders.

7. CLARIFICATION OF THE ITB

Bidders may request clarification of the ITB or bid process by submitting a written request to the contact stated in **Section I: ITB Particulars** up to the time stated in **Section I: ITB Particulars** and thereafter requests for clarification will not be accepted. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official.

UNOPS shall gather all requests for clarification and may respond in writing to all such requests at the same time. Responses to requests for clarification shall be communicated directly to all bidders that received the ITB directly from UNOPS if the ITB was not available online, and/or, if the ITB was available online or if stated in **Section I: ITB Particulars**, responses will be posted online without disclosing the names of the bidders who submitted the requests for clarification.

8. CLARIFICATION OR PRE-BID MEETING

Unless otherwise instructed in writing by UNOPS, a clarification or pre-bid meeting will only be held if stated **Section I: ITB Particulars**, at the time and place and in accordance with any instructions set out in the **Section I: ITB Particulars**.

If it is stated in **Section I: ITB Particulars** that a clarification meeting shall be mandatory, a bidder which does not attend the clarification meeting shall become ineligible to submit a bid under this ITB.

The names of representatives of bidders who will attend the clarification meeting shall be submitted in writing by bidders to the UNOPS contact person listed in **Section I: ITB Particulars**, including the full name and position of each representative at least 1 working day before the clarification meeting is to be held.

UNOPS will not issue any formal answers to questions from bidders regarding the ITB or bid process during the clarification meeting. All questions shall be submitted in accordance with Article 7.

The clarification meeting shall be conducted for the purpose of providing background information only. Without limiting Article 6, bidders shall not rely upon any information, statement or representation made at the clarification meeting unless that information, statement or representation is confirmed by UNOPS in writing.

UNOPS shall prepare minutes of the clarification meeting and communicate them in writing directly to all bidders which received the bid documents directly from UNOPS if the ITB was not available online, and/or, if the ITB was available online or if stated in **Section I: ITB Particulars**, the minutes will be posted online without disclosing the names of the bidders who attended the clarification meeting, shortly after the clarification meeting.

9. SITE INSPECTION

Unless otherwise instructed in writing by UNOPS, a site visit will only be held if stated in **Section I: ITB Particulars**, at the time and place and in accordance with any instructions set out in **Section I: ITB Particulars**.

If it is stated in **Section I: ITB Particulars** that a site inspection shall be mandatory, a bidder which does not attend the site inspection shall become ineligible to submit a bid under this ITB.

Bidders participating in a site inspection shall be responsible for making and obtaining any visa arrangements that may be required for the bidders to participate in a site inspection.

Prior to attending a site inspection, bidders shall execute an indemnity and a waiver releasing UNOPS in respect of any liability that may arise from:

- (i) loss of or damage to any real or personal property;
- (ii) personal injury, disease or illness to, or death of, any person;
- (iii) financial loss or expense, arising out of the carrying out of that site inspection; and
- (iv) transportation by UNOPS to the site (if provided) as a result of any accidents or malicious acts by third parties.

UNOPS will not issue any formal answers to questions from bidders regarding the ITB or bid process during a site visit. All questions shall be submitted in accordance with Article 7.

A site visit will be conducted for the purpose of providing background information only. Without limiting Article 6, bidders shall not rely upon any information, statement or representation made at a site visit unless that information, statement or representation is confirmed by UNOPS in writing.

10. DOCUMENTS COMPRISING THE BID

The Bid shall comprise the following:

- (a) Bid Submission Form and the applicable Returnable Bidding Forms included in Section V;
- (b) Bid Security if specified in **Section I: ITB Particulars**, in accordance with Instructions to Bidders Article 18, if required;
- (c) documentary evidence as specified in Section III: Evaluation Criteria to establish the Bidder's compliance with the applicable eligibility, formal, qualification and technical criteria.

11. REMUNERATION FOR AND COSTS OF BIDS

Bidders shall not be entitled to any remuneration or compensation for the preparation and submission of their bid.

Bidders acknowledge that their participation in any stage of the solicitation process for this ITB is at the bidders' own risk and cost. UNOPS shall not be responsible for any costs or expenses incurred by bidders in the preparation and submission of bids or participation in the solicitation process, including as part of any clarification meeting or site inspection.

UNOPS is not liable to bidders for any costs, expense or loss on any legal, contractual, quasi contractual or restitutionary basis incurred or suffered in connection with the ITB or bidders' participation in the solicitation process, including where:

- (i) clarifications and addenda are provided or not provided to bidders;
- (ii) a bidder is not selected or not engaged to carry out the services;
- (iii) UNOPS varies, terminates, suspends or delays any aspect of the bid process or conducts another process in its place;
- (iv) UNOPS elects not to proceed with the ITB in whole or in part; or
- (v) UNOPS exercises any other rights under the ITB.

12. BID VALIDITY PERIOD

Bids shall remain valid for acceptance by UNOPS for the entire period set out in **Section I: ITB Particulars**. A bid valid for a shorter period of time shall not be further considered.

Prior to expiration of the bid validity period, UNOPS may request in writing that the bidders extend the validity of their bids with the same conditions. The bid of Bidders who decline to extend the validity of their bid shall become disqualified as no longer valid.

13. PARTIAL BIDS

Bidders must offer goods and/or services for the total requirement requested under Section IV: Schedule of Requirements unless if so stated in **Section I: ITB Particulars**. Bids offering only part of the requirements may be rejected unless permitted otherwise in **Section I: ITB Particulars**.

If indicated in **Section I: ITB Particulars** that bids are being invited for individual contracts (lots) and unless otherwise indicated in Section I, bidders must offer 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. If applicable, the methodology of evaluation to determine the award of multiple lot combinations will be specified in Section III, Evaluation Criteria.

14. ALTERNATIVE BIDS

Bidders shall not submit more than one bid per Bidder in this ITB process, with the exception of alternative offers if so provided for in **Section I: ITB Particulars**. Where the conditions for its acceptance are met, UNOPS reserves the right to award a contract based on an alternative bid.

If **Section I: ITB Particulars** states that alternative bids shall not be accepted, then these will not be evaluated. If a bidder submits more than one bid:

- (i) All bids marked as "Alternative Bid" will be disqualified and only the bid marked as "Initial Bid" will be evaluated; or,
- (ii) All bids will be rejected if no indication is provided as to which bid is the original bid and which is/are the alternative bid(s).

15. BID PRICES AND DISCOUNTS

The prices and discounts quoted by the Bidder in the Bid Submission Form shall conform to the requirements specified below.

All items and lots (if applicable) must be listed and priced separately in the Price Schedules.

The price to be quoted in the Bid Submission Form shall be the total price of the bid, excluding any discounts offered.

The Bidder shall quote any unconditional discounts and indicate the method for their application in the Bid Submission Form.

The terms FCA, CPT and other similar terms shall be governed by the rules prescribed in the 2020 edition of Incoterms, published by The International Chamber of Commerce. The Incoterms rules and place of destination is specified in Section IV: Schedule of Requirements.

Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account, unless otherwise specified in **Section I: ITB Particulars**. A Bid submitted with an adjustable price shall be treated as non-compliant and shall be rejected, pursuant to Instructions to Bidders Article 26. However, if in accordance with **Section I**, prices quoted by the Bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.

If indicated in **Section I: ITB Particulars** bids are being invited for individual contracts (lots) and unless otherwise indicated in Section I, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Lot shall specify the applicable price reduction.

16. BID CURRENCY(IES)

Prices in the bid shall be quoted in the currency(ies) stated in **Section I: ITB Particulars**. If applicable, for comparison and evaluation purposes, UNOPS will convert the bid prices into USD at the official United Nations rate of exchange in force at the time of the Deadline for Bid Submission.

UNOPS reserves the right not to reject any bids submitted in a currency other than the mandatory bidding currency(ies). UNOPS may accept bids submitted in another currency than stated above if the Bidder confirms during clarification of bids in writing that it will accept a contract issued in the mandatory bid currency and that for conversion the official United Nations operational rate of exchange of the day of ITB deadline as stated in the Section I: ITB Particulars shall apply. Regardless of the currency of bids received, the contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

17. DUTIES AND TAXES

Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNOPS as a subsidiary organ, 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 bids shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in **Section I: ITB Particulars**.

18. BID SECURITY

The Bidder shall furnish as part of its bid, a Bid Security, if required in **Section I: ITB Particulars**.

The Bid Security shall be in the amount and form specified in **Section I: ITB Particulars** and shall:

- (a) Be in the same currency as stipulated in Instructions to Bidders, Article 16.
- (b) Be valid for thirty (30) days beyond the period of bid validity prescribed by UNOPS pursuant to Article 12, Bid Validity Period.

A bid that does not include a Bid Security in the amount and form described above may be rejected by UNOPS.

Unsuccessful Bidders' bid securities will be discharged/returned as promptly as possible but no later than thirty (30) days after the expiration of the period of bid validity prescribed by UNOPS pursuant to Article 12, Bid Validity Period.

The successful Bidder(s)' bid securities will be discharged/returned upon the Bidder executing the contract, pursuant to Article 33, Signing of Contract.

The bid security may be forfeited:

- a. If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the bid submission form; or
- b. In the case of the successful Bidder, if the Bidder fails to sign the contract in accordance with Article 33, Signing of Contract.

19. FORMAT AND SIGNING OF BIDS

The bid shall be typed and shall be signed in indelible ink by the Bidder or a person or persons duly authorized to bind the Bidder to the contract.

A bid shall contain no interlineations, erasures, or overwriting. If necessary to correct errors made by a Bidder, hand written corrections to the bid may be made before the submission and/or the Deadline for Bid Submission. In this case, such corrections shall be initialled by the person or persons who signed the bid.

20. LANGUAGE OF BIDS

All bids, information, documents and correspondence exchanged between UNOPS and the bidders in relation to this bid process shall be in the language set out in **Section I: ITB Particulars**.

Supporting documents may be submitted in their original language. If such language is different from that set out in **Section I: ITB Particulars**, the supporting documents shall be submitted together with a translation of the supporting documents' relevant excerpts. In any such case, for interpretation of the bid, the translation shall prevail. The sole responsibility for translation and the accuracy thereof shall rest with the Bidder.

21. DEADLINE FOR BID SUBMISSION

All bids shall be received by UNOPS by no later than the time and date set out in **Section I: ITB Particulars**. It shall be the sole responsibility of the bidders to ensure that their bid is received by the Closing Date. Bids submitted after the Deadline for Bid Submission shall be rejected.

UNOPS may, at its discretion, extend this deadline for the submission of bids by amending the solicitation documents in accordance with Article 3 Amendment of solicitation documents. In this case, all rights and obligations of UNOPS and Bidders subject to the previous deadline will thereafter be subject to the new deadline as extended.

22. BID SUBMISSION

All bids shall be submitted to UNOPS in accordance with the requirements set out in this ITB, including in **Section I: ITB Particulars**.

Bids that are not submitted in accordance with the provisions set out in this ITB shall be rejected.

23. WITHDRAWAL, SUBSTITUTION, AND MODIFICATION OF BIDS

Prior to the Deadline for Bid Submission, a bidder may withdraw, substitute, or modify its submitted Bid by sending a written notice to UNOPS. However, after the Deadline for Bid Submission, the bids shall remain valid and open for acceptance by UNOPS for the entire Bid Validity Period, as may be extended.

Bids for which withdrawal has been requested prior to the deadline for submission of the bids shall be made available for collection by the bidder that submitted it within 15 days of its withdrawal. Otherwise, UNOPS shall have the right to discard such bid unopened without further notice to the Bidder. UNOPS shall not be responsible to return the bid to the Bidder at UNOPS' cost.

24. OPENING OF BIDS

Bids will be opened by a UNOPS bid opening panel consisting of at least two personnel. Bidders may attend the opening of the bids, if stated in **Section I: ITB Particulars**.

25. CLARIFICATION OF BIDS

UNOPS may request clarification or further information in writing from the bidders at any time during the evaluation process. The bidders' responses shall not contain any changes regarding the substance or price of the bid, except to confirm the correction of arithmetic errors discovered by UNOPS in the Evaluation of the bids, in accordance with Instructions to Bidders Article 27.

UNOPS may use such information in interpreting and evaluating the relevant bid but is under no obligation to take it into account.

26. COMPLIANCE OF BIDS

UNOPS's determination of a bid's compliance is to be based on the contents of the bid itself.

A substantially compliant Bid is one that meets or exceeds the requirements under the Schedule of Requirements and the Evaluation Criteria of the ITB without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

- (a) affects in any substantial way the scope, quality, or performance of the Goods and/or Services specified in the Schedule of Requirements; or
- (b) limits in any substantial way, inconsistent with the Bidding Documents, UNOPS' rights or the Bidder's obligations under the Contract; or
- (c) if rectified would unfairly affect the competitive position of other Bidders presenting substantially compliant bids.

If a bid is not substantially compliant to the Bidding Documents, it shall be rejected by UNOPS and may not subsequently be made compliant by the Bidder by correction of the material deviation, reservation, or omission.

27. MINOR INFORMALITIES, ERRORS, OR OMISSIONS

Provided that a Bid is substantially compliant, UNOPS may waive any minor informalities, errors or omissions in the Bid that do not constitute a material deviation. These are a matter of form and not of substance that can be corrected or waived without being prejudicial to other Bidders.

Provided that a bid is substantially compliant, UNOPS may request the Bidder to submit the necessary information or documentation, within a reasonable period of time, to rectify minor informalities, errors or omissions in the Bid.

Provided that the Bid is substantially compliant, UNOPS shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNOPS there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be rejected and its Bid Security may be forfeited.

28. PRELIMINARY EXAMINATION

Upon opening of the bids, UNOPS shall proceed to a preliminary examination of the bids to confirm that all documents and technical documentation requested in Instructions to Bidders Article 10, Documents comprising the bid, have been provided, and to determine the completeness of each document submitted. UNOPS may reject any bid during the preliminary examination which does not comply with the formal and eligibility requirements set out in Section III: Evaluation criteria, without further consultation with the bidder.

Bids which are incomplete, frivolous, or that contain material deviations from or reservations to the terms of the Contract, may, in UNOPS absolute discretion, be rejected or excluded from further consideration at any time during the evaluation, including after preliminary examination.

29. EVALUATION OF BIDS

To evaluate a Bid, UNOPS shall only use all the methodologies and criteria defined in the ITB. No other criteria or methodology shall be permitted.

All bids found substantially compliant with the formal and eligibility criteria under Article 28, Preliminary Examination, will go through subsequent evaluation as follows:

1. Qualification criteria (if included in Section III: Evaluation Criteria). Only bidders meeting the minimum qualification criteria will be deemed qualified and be evaluated further.
2. Technical evaluation will be conducted to establish substantial compliance, as per criteria included in Section III. When the specifications of the item/s quoted vary in one or more significant aspect/s from the minimum required technical specifications, or when the bid does not meet the delivery schedule, the bid will not be considered substantially compliant and will not be evaluated further.
3. The prices of bids found to be substantially compliant, will be compared to identify the most substantially compliant bid which represents the lowest overall costs to UNOPS.

After completion of the evaluation but prior to award, UNOPS shall conduct background checks/due diligence on the Bidder recommended for award, to confirm the Bidder meets the criteria set forth in this ITB or as appropriate to the nature of the procurement process and to reject a Bidder on the basis

of these findings. Bidders shall permit UNOPS representatives to access their facilities at any reasonable time to inspect the Bidder's premises.

30. AWARD CRITERIA

In the event of a Contract award, UNOPS shall award the Contract to a Bidder who has been determined as eligible and qualified and whose bid has been determined to be the lowest priced, substantially compliant offer to the Bidding Documents. UNOPS reserves the right to conduct negotiations with the bidder recommended for award on the content of their bid.

31. UNOPS RIGHT TO VARY QUANTITIES AT THE TIME OF AWARD

At the time the Contract is awarded, UNOPS reserves the right to increase or decrease the quantity of Goods and/or Services originally specified in Section IV, Schedule of Requirements, provided this does not exceed the percentages specified in **Section IV: Schedule of Requirements**, and without any change in the unit prices or other terms and conditions of the bid and the ITB.

32. NOTIFICATION OF AWARD

Prior to the expiration of the period of bid validity, UNOPS will notify the successful Bidder in writing by email or post, that its bid has been accepted. Please note that the Bidder, if not already a registered vendor, will be required to complete a vendor registration process on the UNGM prior to the signature and finalization of the contract.

33. SIGNING OF CONTRACT

At the same time as UNOPS notifies a successful Bidder that its bid has been accepted, UNOPS will invite the Bidder, provided the Bidder is successfully registered on the UNGM, to sign the final version of the Contract provided in the Bidding Documents, incorporating all agreements between the parties.

34. PERFORMANCE SECURITY

The successful Bidder, if so specified in **Section I: ITB Particulars** shall furnish a Performance Security in the amount and form specified therein, within the specified number of days after receipt of the Contract from UNOPS. UNOPS shall promptly discharge the Bid Securities of the unsuccessful Bidders pursuant to Instructions to Bidders Article 18.

Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security. In that event UNOPS may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by UNOPS to be qualified to perform the Contract satisfactorily.

35. PAYMENT TERMS

UNOPS will ordinarily effect payment within 30 days after receipt of the services/goods and on submission of payment documentation unless otherwise stated in **Section I: ITB Particulars**. Time in connection with discounts offered for accelerated payment will be computed from the date of receipt of payment documents by UNOPS. Payment discounts will not be considered in the financial evaluation.

Unless otherwise stated in **Section I: ITB Particulars**, UNOPS will not accept requests from Bidders to make advanced payments on the contract signed, i.e. payments made prior to receipt of goods and/or services.

If so accepted in **Section I: ITB Particulars**, a request from the bidder for advance payment shall be justified in writing by the bidder in its bid. This justification must explain the need for the advance payment, itemize the amount requested, and provide a time-schedule for utilization of the requested advance payment amount. If such request is duly accepted by UNOPS, UNOPS may require the Bidder to submit a Bank Guarantee in the same amount as the advanced payment, in the form included in Section VI Contract Forms, or another Form acceptable to UNOPS.

36. CONTRACT MANAGEMENT

UNOPS will continuously manage the contractor's performance during the entire contract period and will conduct performance evaluation based on Key Performance Indicators (KPIs) or Service Level Agreements (SLA) if so specified in Section IV: Schedule of Requirements.

Except under the circumstances of Force Majeure as described under the UNOPS General Conditions of Contract, if the Contractor fails to deliver any or all of the goods by the date(s) of delivery or perform the services tied to the delivery of goods within the period specified in the Contract, UNOPS may, without prejudice to any or all its other remedies under the Contract and if so stated in **Section I: ITB Particulars**, deduct from the Contract price, as liquidated damages, a sum of the original total Contract price for each day of delay until actual delivery or performance, up to a maximum deduction of 10%. Once the maximum is reached, UNOPS may terminate the Contract pursuant to the General Conditions of Contract.

37. PUBLICATION OF CONTRACT AWARD AND DEBRIEFING PROCEDURES

UNOPS shall publish in its website (<https://data.unops.org>) and/or the UNGM website (<https://www.ungm.org/Public/ContractAward/Index/ContractAwards>) information regarding the purchase order(s) or contract(s) awarded as a result of this ITB.

UNOPS may debrief unsuccessful bidders upon receipt of a written request. The request for debrief must be received within 10 calendar days of the notification by UNOPS of the tender results to unsuccessful bidders and is a prerequisite for a bidder to file a bid protest, further to Article 42 below. UNOPS shall promptly respond in writing to any unsuccessful Bidder who requests a debriefing.

38. OTHER UNOPS RIGHTS

Subject to Article 29, UNOPS shall have no obligation to accept any bid, including the bid with the lowest price.

UNOPS may, in its absolute discretion, do all or any of the following:

- (i) require additional information from bidders;
- (ii) change the structure and timing of the ITB;
- (iii) alter, terminate, suspend or defer the bid process or any part of or activity in it;
- (iv) consider or accept or reject any bid which is non-conforming;
- (v) request, attend or conduct any site inspections or clarification meetings;
- (vi) request, attend or observe any product, plant, equipment or other demonstration, trial or test, provided UNOPS acts reasonably in so doing;
- (vii) abandon, cancel or otherwise not proceed with the bid process at any time prior to the award of a contract, without any liability toward the bidders and without providing any reason or notice to bidders.

39. CONFIDENTIALITY

All information and documents provided to the bidders by UNOPS shall be treated as confidential by the bidders and shall:

- (i) remain the property of UNOPS;
- (ii) not be used for any purpose other than the purpose of preparing a bid; and
- (iii) be immediately returned to UNOPS in the event the bidder declines to respond to this ITB, or, in the event of a rejected or an unsuccessful bid, within fifteen days of being notified by UNOPS that its bid was rejected or unsuccessful.

All information and documents provided to the bidders by UNOPS shall not be disclosed to any third party, except:

- (i) with the prior written consent of UNOPS;
- (ii) where the third party is assisting a bidder in preparing the bid, provided the bidder has previously ensured that party's adherence to this duty of confidentiality;
- (iii) if the information or documents is/are at the time of this ITB lawfully in the possession of the bidder through a party other than UNOPS;
- (iv) if required by law, and provided that the bidder has previously informed UNOPS in writing of its obligation to disclose the information or documents; or

- (v) if the information is generally and publicly available other than as a result of breach of confidence by the person receiving the information.

40. ETHICS AND CORRUPT PRACTICES

UNOPS requires that all bidders observe the highest standard of ethics during the entire bid process, as well as the duration of any contract that may be awarded as a result of this bid process. Therefore, all bidders shall represent and warrant that they:

- (i) have not unduly obtained, or attempted to unduly obtain, any confidential information in connection with the bid process and any contract that may be awarded as a result of this bid process;
- (ii) have no conflict of interest that would prevent them from entering into a contract with UNOPS, and shall have no interest in other bidders or parties involved in this bid process or in the project underlying this bid process;
- (iii) have not engaged, or attempted to engage, in any Proscribed Practices in connection with this ITB process or the contract that may be awarded as a result of this ITB process. For the purposes of this provision, Proscribed Practices are defined in the UNOPS policy on vendor sanctions, and include:
 - A corrupt practice is the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;
 - A fraudulent practice is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - A coercive practice is an act or omission that impairs or harms, or threatens to impair or harm, directly or indirectly, any party or the property of the party to improperly influence the actions of a party;
 - A collusive practice is an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
 - An unethical practice: Conduct or behavior that is contrary to the conflict of interest, gifts and hospitality, post-employment provisions or other published requirements of doing business with UNOPS;
 - Obstruction: Acts or omissions by a Vendor that prevent or hinder UNOPS from investigating instances of possible Proscribed Practices.

In the event that a bidder fails to comply with any of the above representations and warranties, UNOPS shall have the right to reject the bid submitted by such bidder, and to terminate any contract that may have been awarded as a result of this bid process immediately upon notice, without any liability for termination charges or any other liability of any kind of UNOPS. In addition, the bidder may be precluded from doing business with UNOPS and any other entity of the United Nations System in the future.

41. AUDIT

UNOPS may conduct investigations relating to any aspect of the Contract award at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract. The Contractor shall provide its full and timely cooperation with any such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Contractor's obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to UNOPS access to the Contractor's premises at reasonable times and on reasonable conditions in connection with such access to the Contractor's personnel and relevant documentation. The Contractor shall require its agents, including, but not limited to, the Contractor's attorneys, accountants or other advisers, to reasonably cooperate with any inspections, post-payment audits or investigations carried out by UNOPS hereunder.

42. BID PROTEST

Any bidder that believes to have been unjustly treated in connection with this solicitation process may submit a complaint to UNOPS' Director of Implementation Practices and Standards through the bid.protest@unops.org email address. For a bid protest to be received and substantially assessed, the vendor must have requested a debrief further to Article 37 and submits the bid protest within 10 calendar days of UNOPS providing the debrief. In the unlikely event that UNOPS does not provide a debrief within 15 calendar days of the vendor's request further to Article 37 above the vendor may present a bid protest within 10 calendar days of the expiry of said 15 calendar day period. For further details on bid protests, please refer to the UNOPS Procurement Manual.



Section III: Evaluation Criteria

UNOPS evaluation of a bid shall take into account, in addition to the Bid Price quoted, the following evaluation criteria.

Eligibility and Formal Criteria - evaluated on Pass/Fail basis and checked during Preliminary Examination

a. Eligibility and Formal Criteria

Criteria	Documents to establish compliance with the criteria
1. Offeror is eligible as defined in the document Section I: Instructions to Offerors, Article 4.	<ul style="list-style-type: none"> • Form A: Bidder Information Form • Form B: Bid Submission Form
2. Completeness of the Proposal. All documents and documents requested in Instructions to Offerors Article 10 have been provided and are complete	<ul style="list-style-type: none"> • All documentation as requested under Instructions to Offerors Article 10, Documents Comprising the Proposals
3. Offeror accepts UNOPS General Conditions of Contract as specified in Section IV: Contract Forms	<ul style="list-style-type: none"> • Form B: Bid Submission Form

b. Qualification Criteria

The criteria contained in the table below will be evaluated on a Pass/Fail basis and checked during the Qualification Evaluation of the proposals.

Criteria	Documents to establish compliance with the criteria
1. The company should have a minimum of 3 years of experience in providing medical equipment and supplies in the Philippines, proven from the deed of establishment, as well as a Certificate of Incorporation	Any of the following documents: Certification of incorporation of the Offeror <ul style="list-style-type: none"> • Deed of Establishment • Form F: Performance Statement
2. Financial capability. Bidders should have annual sales turnover of minimum PHP 5,000,000 in any one of the last 3 years (2023, 2022, and/or 2021)	Certified/Audited Financial Statements for the last 2 years (2023-2022 or 2022-2021 depending on availability)

c. Technical Criteria

Criteria	Documents to establish compliance with the criteria
Goods/services offered in the bid are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section IV: Schedule of Requirements	Section V: Returnable Bidding Forms Form G
The bid's Delivery Requirements (including Incoterms rule(s) requested) are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section IV: Schedule of Requirements	Section V: Returnable Bidding Forms Form G
Related services and sustainable requirements	Section V: Returnable Bidding Forms Form G

Section IV: Schedule of Requirements

Provision of Laboratory Equipment and Supplies for DoH in various Locations in the Philippines

A. Summary of Requirements

UNOPS requirements are comprised of the following Lots:

- Lot 1: Laboratory Equipment and Supplies**
- Lot 2: Laboratory Equipment and Supplies**
- Lot 3: Laboratory Equipment and Supplies**
- Lot 4: Laboratory Equipment and Supplies**
- Lot 5: Laboratory Equipment and Supplies**

1. Background

The United Nations Office for Project Services (UNOPS) signed in 19 of April 2021 an Agreement with the Department of Health (DOH), through which UNOPS as the operational arm of the UN system with strong capacity to deliver quick and effective procurement assistance, is pleased to provide procurement and technical support to the DOH of the Government of the Philippines in its COVID-19 response. The rapid spread and global scale of the COVID-19 pandemic has caused unprecedented procurement challenges in the medical supply market. Supply chain disruptions and the high demand for products have resulted in significant market volatility and uncertainty related to product prices and delivery times, whereas logistical challenges resulting from the crisis continue to impact the delivery of internationally purchased goods. The situation has resulted in an acute need for individually tailored procurement strategies that remain adaptive to changing market conditions and delivery challenges.

Based on the DOH plan for the COVID-19 Emergency Response, this fast-tracked programme aims to support the Government of the Philippines to successfully confront this unprecedented global health emergency. By sourcing much-needed medical supplies, up-grading facilities to help diagnose and treat COVID-19, reducing the spread of the virus, the Philippine Health System will be strengthened and become more cost-effective and sustainable, improving response capabilities related to the pandemic, and shortening the time of recovery for both the people and the economy.

2. Project Objectives and Expected Outcomes

The overall objective of this project is to strengthen the preparedness and response capacity of the Philippines Health System in regard to prevention, diagnosis and treatment of COVID-19, and in the longer term to become more cost-effective and sustainable.

The provision of key equipment and the incorporation of new infrastructure to the health network of the DOH will strengthen the capacity of the health system in the Philippines to effectively treat COVID-19 cases.

Reduced COVID-19 transmission and increased safety of the local populations.

3. Project expected outputs

The expected output of this project is to procure and supervise installation of medical equipment in various places throughout Philippines as follows (specifically for this tender):

Provision of Laboratory Equipment and Supplies for DoH in various Locations in the Philippines

B. Technical specifications for Goods and Comparative Data Table

- 1) Required equipment and supplies (5 lots) - **Links to the details specifications are under the descriptions columns - please click on them**

Lot 1: Laboratory Equipment and Supplies

Equip ID	Description	Quantity
HEAL-07-006	Automated Immunochemistry Analyzer Link to TOR: HEAL-07-006 Automated Immunochemistry Analyzer.pdf	1
HEAL-07-007	Automated Immunohistochemistry Analyzer Link to TOR: HEAL-07-007 Automated Immunohistochemistry Analyzer.pdf	1
HEAL-08-023	Line Reagent Dispenser Link to TOR: HEAL-08-023 Line Reagent Dispenser.pdf	1
HEAL-07-003	Automated Electrophoresis System Link to TOR: HEAL-07-003 Automated Electrophoresis System.pdf	1
HEAL-08-016	Gel Documentation System Link to TOR: HEAL-08-016 Gel Documentation System.pdf	1
HEAL-16-008	Gas Chromatograph Mass Spectrometer Link to TOR: HEAL-16-008 Gas Chromatograph with Mass Spectrometer.pdf	1

Lot 2: Laboratory Equipment and Supplies

Equip ID	Description	Quantity
HEAL-09-011	Guillotine Strip Cutter Link to TOR: HEAL-09-011 Guillotine Strip Cutter.pdf	1
HEAL-09-012	Strip Laminator Link to TOR: HEAL-09-012 Strip Laminator.pdf	1

Lot 3: Laboratory Equipment and Supplies

Equip ID	Description	Quantity
HEAL-10-005	Freeze Dryer Link to TOR: HEAL-10-005 Freeze Dryer (-50C).pdf	1
HEAL-16-017	Vertical Auto Desiccator Link to TOR: HEAL-16-017 Vertical Auto Desiccator.pdf	2
HEAL-18-003	Water Bath (45 L)	2

	Link to TOR: ■ HEAL-18-003 Water Bath (45 L).pdf	
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Lot 4: Laboratory Equipment and Supplies

Equip ID	Description	Quantity
HEAL-08-001	Handheld ATP Hygiene Monitoring with Data Management Software Link to TOR: ■ HEAL-08-001 Handheld ATP Hygiene Monitoring with Data Mana...	1
HEAL-08-008	Automatic Colony Counter Link to TOR: ■ HEAL-08-008 Automatic Colony Counter.pdf	2
HEAL-08-018	Sink With Touchless Faucet Link to TOR: ■ HEAL-08-018 Sink With Touchless Faucet.pdf	3
HEAL-08-030	Passbox (Decontamination Hatch) Link to TOR: ■ HEAL-08-030 Passbox (Decontamination Hatch).pdf	4
HEAL-08-032	PH Meter Link to TOR: ■ HEAL-08-032 PH Meter.pdf	11
HEAL-13-004	Emergency Cart Link to TOR: ■ HEAL-13-004 Emergency Cart.pdf	52
HEAL-14-001	Biometric devices lock w/license Link to TOR: ■ HEAL-14-001 Biometric devices lock wlicense.pdf	7
HEAL-16-009	UV Light, Room Germicidal Sterilizer With Trolley Link to TOR: ■ HEAL-16-009 UV Light, Room Germicidal Sterilizer With Trolley.pdf	1
HEAL-16-012	Reagent Dispenser, 1-10 ml Link to TOR: ■ HEAL-16-012 Reagent Dispenser, 1-10 ml.pdf	4
HEAL-16-016	Analytical Balance (Up To 2000g) Link to TOR: ■ HEAL-16-016 Analytical Balance (2000g).pdf	1
HEAL-16-019	Chemical Waste Container (200L) Link to TOR: ■ HEAL-16-019 Chemical Waste Container (200L).pdf	7
HEAL-16-022	Blood Bag Tube Sealer Link to TOR: ■ HEAL-16-022 Blood Bag Tube Sealer.pdf	3
HEAL-08-028	Nephelometer/Turbidimeter Link to TOR: ■ HEAL-08-28 Nephelometer/turbidimeter.pdf	8
HEAL-08-040	Automated Slide Stainer Link to TOR: ■ HEAL-08-040 Automated Slide Stainer.pdf	7

Lot 5: Laboratory Equipment and Supplies

Equip ID	Description	Quantity
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HEAL-10-007	Reagent Refrigerator (3-door) (4-door) Link to TOR : ■ HEAL-10-007 Reagent Refrigerator (3-door).pdf	2
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2) Delivery requirements and Comparative Data Table

UNOPS Requirements	
Delivery time	Bidder shall deliver the goods within two (2) months DDP - final destination , Philippines, after the contract signature date. UNOPS plans to award contract/s based on DDP- final destination incoterm but reserves the right to award on DDP - DoH Central Office Manila and arrange its own freight to final destination. In case of DDP- DoH Central Office Manila award, readiness of the goods should be within 1.5 months after contract signature
Delivery place and Incoterms rules	Incoterms 2020, DDP- final destination, Philippines Refer to 4) Allocation of the items and delivery places below or by using the following link: X Final_Allocation List_Lab_public (PHL-2024-046).xlsx
Consignee details	To be confirmed at time of order
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 +/- 20% , without any change in the unit prices or other terms and conditions of the ITB; if applicable for the item

3) Related services and sustainable requirements

Item	Description of the services
1.	Installation & commissioning Bidder to provide equipment installation and commissioning at delivery destination. The Bidder to highlight any specific pre-installation conditions.
2.	Local technical support The bidder to indicate: The complete details (name, address, email and telephone) of a local company or representative that may provide technical assistance, as applicable.
3.	Warranty Lot 1: One year warranty including spare parts and preventive and curative maintenance activities Lot 2, 3 and 5: One year warranty including spare parts and preventive and curative maintenance activities

For each applicable item, bidder to complete the details on the proposed warranty in response to the requirements under the ToRs provided through the links.

4) Allocation of the items and delivery places

LOT #	EQUIP ID	EQUIPMENT NAME	QTY	FACILITY NAME	REGION	FACILITY TYPE	P&P/NON-P&P
1	HEAL-07-006	Automated Immunochemistry	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P

		Analyzer					
1	HEAL-07-007	Automated Immunohistochemistry Analyzer	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P
1	HEAL-08-023	Line Reagent Dispenser	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P
1	HEAL-07-003	Automated Electrophoresis System	1	Lung Center of the Philippines		Subnational and Regional Laboratories	P&P
1	HEAL-08-016	Gel Documentation System	1	Research Institute for Tropical Medicine - RITM		BSL3 LAB	P&P
1	HEAL-16-008	Gas Chromatograph Mass Spectrometer	1	DAVAO CHD		Public Health Laboratory	NON P&P

LOT #	EQUIP ID	EQUIPMENT NAME	QTY	FACILITY NAME	REGION	FACILITY TYPE	P&P/NON-P&P
2	HEAL-09-011	Guillotine Strip Cutter	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P
2	HEAL-09-012	Strip Laminator	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P

LOT #	EQUIP ID	EQUIPMENT NAME	QTY	FACILITY NAME	REGION	FACILITY TYPE	P&P/NON-P&P
3	HEAL-10-005	Freeze Dryer	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P
3	HEAL-16-017	Vertical Auto Desiccator	2	DAVAO CHD	XI	Public Health Laboratory	P&P
3	HEAL-18-003	Water Bath (45 L)	1	Bicol South Luzon - Subnational Reference Laboratory	V	Public Health Laboratory	P&P
3	HEAL-18-003	Water Bath (45 L)	1	SOCCSKSARGEN CHD	XII	Public Health Laboratory	P&P

LOT #	EQUIP ID	EQUIPMENT NAME	QTY	FACILITY NAME	REGION	FACILITY TYPE	P&P/NON-P&P
4	HEAL-08-018	Sink With Touchless Faucet	3	Lung Center of the Philippines	NCR	Subnational and Regional Laboratories	NON P&P
4	HEAL-08-001	Handheld ATP Hygiene Monitoring with Data Management Software	1	Research Institute for Tropical Medicine - RITM	NCR	BSL3 LAB	P&P
4	HEAL-08-008	Automatic Colony Counter	1	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-08-008	Automatic Colony Counter	1	ZAMBOANGA PENINSULA CHD	IX	Public Health Laboratory	P&P
4	HEAL-08-030	Passbox (Decontamination Hatch)	4	Lung Center of the Philippines	NCR	Subnational and Regional Laboratories	NON P&P
4	HEAL-08-032	PH Meter	1	Lung Center of the	NCR	Subnational and	P&P

				Philippines		Regional Laboratories	
4	HEAL-08-032	PH Meter	1	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-08-032	PH Meter	1	SOCCSKSARGEN CHD	XII	Public Health Laboratory	P&P
4	HEAL-08-032	PH Meter	2	Vicente Sotto Memorial Medical Center	VII	Subnational and Regional Laboratories	P&P
4	HEAL-08-032	PH Meter	2	Bicol South Luzon - Subnational Reference Laboratory	V	Public Health Laboratory	P&P
4	HEAL-08-032	PH Meter	2	SOCCSKSARGEN CHD	XII	Public Health Laboratory	P&P
4	HEAL-08-032	PH Meter	2	Caraga Regional Hospital	XIII	Subnational and Regional Laboratories	P&P
4	HEAL-13-004	E-Cart	4	Bataan General Hospital & Medical Center	III	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Batangas Medical Center	IV-A	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Davao Regional Medical Center	XI	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Dr. Paulino J. Garcia Memorial Research & Medical Center	III	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Ilocos Training and Regional Medical Center	II	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Jose B. Lingad Memorial General Hospital	II	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Luis Hora Memorial Regional Hospital	CAR	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Lung Center of the Philippines	NCR	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Mariveles Mental Wellness & General Hospital	III	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Northern Mindanao Medical Center	X	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	San Lazaro Hospital	NCR	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Southern Philippines Medical Center	XI	New Isolation Buildings	P&P
4	HEAL-13-004	E-Cart	4	Western Visayas Medical Center	VII	New Isolation Buildings	P&P
4	HEAL-14-001	Biometric devices lock w/license	1	Caraga Regional Hospital	XIII	Subnational and Regional Laboratories	NON P&P
4	HEAL-14-001	Biometric devices lock w/license	1	Baguio General Hospital and Medical Center	CAR	Subnational and Regional Laboratories	NON P&P
4	HEAL-14-001	Biometric devices lock	1	Cagayan Valley Medical	II	Selected laboratories	NON P&P

		w/license		Center			
4	HEAL-14-001	Biometric devices lock w/license	1	Jose B. Lingad Memorial General Hospital	III	BSL2 New Construction	NON P&P
4	HEAL-14-001	Biometric devices lock w/license	1	Southern Philippines Medical Center	XI	Subnational and Regional Laboratories	NON P&P
4	HEAL-14-001	Biometric devices lock w/license	1	Vicente Sotto Memorial Medical Center	VII	Subnational and Regional Laboratories	NON P&P
4	HEAL-14-001	Biometric devices lock w/license	1	Northern Mindanao Medical Center	X	Selected laboratories	NON P&P

4	HEAL-16-009	UV Light, Room Germicidal Sterilizer With Trolley	1	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-16-012	Reagent Dispenser, 1-10 ml	4	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-16-016	Analytical Balance (Up To 2000g)	1	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-16-019	Chemical Waste Container (200L)	7	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-16-022	Blood Bag Tube Sealer	3	DAVAO CHD	XI	Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	CARAGA CHD		Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	DAVAO CHD		Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	Vicente Sotto Memorial Medical Center		Subnational and Regional Laboratories	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	CENTRAL VISAYAS CHD		Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	ZAMBOANGA PENINSULA CHD		Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	Bicol South Luzon - Subnational Reference Laboratory		Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	SOCCSKSARGEN CHD		Public Health Laboratory	P&P
4	HEAL-08-028	Nephelometer/Turbidimeter	1	Caraga Regional Hospital		Subnational and Regional Laboratories	P&P
4	HEAL-08-040	Automated Slide Stainer	1	Bicol Center for Health Development		Public Health Laboratory	P&P
4	HEAL-08-040	Automated Slide Stainer	1	Cagayan Valley Center for Health Development		Public Health Laboratory	P&P
4	HEAL-08-040	Automated Slide Stainer	1	CARAGA CHD		Public Health Laboratory	P&P
4	HEAL-08-040	Automated Slide Stainer	1	Central Luzon Regional Blood Center		Public Health Laboratory	P&P
4	HEAL-08-040	Automated Slide Stainer	1	CENTRAL VISAYAS CHD		Public Health	P&P

						Laboratory	
4	HEAL-08-040	Automated Slide Stainer	1	EASTERN VISAYAS CHD		Public Health Laboratory	P&P
4	HEAL-08-040	Automated Slide Stainer	1	ZAMBOANGA PENINSULA CHD		Public Health Laboratory	P&P

LOT #	EQUIP ID	EQUIPMENT NAME	QTY	FACILITY NAME	REGION	FACILITY TYPE	P&P/NO N-P&P
5	HEAL-10-007	Reagent Refrigerator (3-door 4-door)	2	Vicente Sotto Memorial Medical Center	VII	Subnational and Regional Laboratories	P&P

Section V: Returnable Bidding Forms

Note to Bidders: 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 their bid submission.

This Section comprises the following Returnable Bidding Forms:

- o Form A: Bid/No Bid Confirmation Form
- o Form B: Checklist Form
- o Form C: Bidder Information Form
- o Form D: Joint Venture Partner Information Form
- o Form E: Bid Submission Form
- o Form F: Price Schedule Form
- o Form G: Technical Bid Form
- o Form H: Performance Statement Form
- o DRIVE Supplier Sustainability Questionnaire

Form A: Bid/No Bid Confirmation Form

If after assessing this opportunity you have made the determination not to submit your bid, we would appreciate it if you could return this form indicating your reasons for non-participation.

Date: _____

To: UNOPS

From: **[insert Company Name here]**

Subject ITB reference- PHL/2024/046

Insert an X where applicable	Description
	YES , we intend to submit a bid.
	NO . We are unable to submit a competitive offer for the requested goods/services at the moment

If you selected NO above, please state the reason(s) below:

Insert an X where applicable	Description
	The requested goods/services are not within our range of supply
	We are unable to submit a competitive offer for the requested products at the moment
	The requested products are not available at the moment
	We cannot meet the requested specifications
	We cannot offer the requested type of packing
	We can only offer FCA prices
	The information provided for quotation purposes is insufficient
	Your ITB is too complicated
	Insufficient time is allowed to prepare a bid
	We cannot meet the delivery requirements
	We cannot adhere to your terms and conditions (please specify: payment terms, request for performance security, etc.)
	Sustainability criteria/requirements are too stringent (if applicable)
	We do not export
	We do not sell to the UN
	Your volume is too small and does not meet our order quantity
	Our production capacity is currently full
	We are closed during the holiday season
	We had to give priority to other clients' requests
	We do not sell directly but through distributors
	We have no after-sales service available
	The person handling the bids is away from the office
	Other (please provide reasons):
	We would like to receive future ITBs for this type of goods
	We don't want to receive ITBs for this type of goods

If UNOPS has questions to the Bidder concerning this NO BID, UNOPS should contact **[insert name of authorized representative]**, phone **[insert phone number of representative]**, email **[insert email address]**, who will be able to assist.

Form B: Bid Checklist Form

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

ITB reference no: PHL/2024/046

Name of Bidder: _____

Date: _____

Before submitting your Bid, please ensure compliance with the instructions included in Section I: ITB Particulars, Article 22, Bid Submission.

Activity	Yes/No/NA	Page # in your bid	If NO provide comment
Have you duly completed all the Returnable Bidding Forms	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form A. Bid/No Bid Confirmation Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form B. Checklist Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form C: Bidder Information	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form D: Joint Venture Partner Information Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form E: Bid Submission Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form F: Price Schedule Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form G: Technical Bid Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Form H: Performance Statement Form	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• DRIVE Supplier Sustainability Questionnaire	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
Have you provided the required documents to establish compliance with the evaluation criteria established in Section III	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Copy of Certificate of Incorporation or -	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Copy of Business Registration Certificate	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Certified/Audited Financial Statements for the last 2 years (2023-2022 or 2022-2021 depending on availability)	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		
• Products catalogues	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA		

Form C: 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: [insert ITB reference No.]

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/organization established?	[complete]
Address of registered office	[complete]
Name of bidder Representative	[complete]
Has your firm/organization 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]

2. 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/Account/Registration> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UGNM vendor number]
Are you a UNOPS vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No

3. 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 D: Joint Venture Partner Information Form

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

ITB reference no: [insert ITB reference No.]

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 E: 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:

- a. We have examined and have no reservations to the bidding documents, including amendments No.: [Insert the number and issuing date of each amendment];
- b. 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
- c. 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];
- d. 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];
- e. Our bid shall be valid for the period of time of [insert number of days which shall not be less than the specified in Section I: ITB Particulars, 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;
- f. If our bid is accepted, and if so requested in Section I: ITB Particulars, we commit to obtain a performance security in accordance with Instructions to Bidders, Article 34 and the General Conditions of Contract;
- g. 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;
- h. 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;
- i. 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;
- j. We embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact;
- k. 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;

- l. 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;
- m. 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 F: Price Schedule Form

ITB reference no: PHL/2024/046

Name of Bidder: _____

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

Note: Details on the site allocation of the items are accessed from this link - [Link to site allocation summary per item](#)

Lot 1

Equip ID	Description	Quantity	Unit Price (PHP, incl. of VAT) DDP- DoH Central Office (Manila)	Unit Price (PHP, incl. of VAT) DDP- final destination **	Total Price (PHP, incl. of VAT) DDP-DoH Central Office (Manila)	Total Price (PHP, incl. of VAT) DDP - final destination **
HEAL-07-006	Automated Immunochemistry Analyzer	1				
HEAL-07-007	Automated Immunohistochemistry Analyzer	1				
HEAL-08-023	Line Reagent Dispenser	1				
HEAL-07-003	Automated Electrophoresis System	1				
HEAL-08-016	Gel Documentation System	1				
HEAL-16-008	Gas Chromatograph Mass Spectrometer	1				
Total Price (PHP, incl. of VAT) - LOT 1						

Lot 2

Equip ID	Description	Quantity	Unit Price (PHP, incl. of VAT) DDP- DoH Central Office (Manila)	Unit Price (PHP, incl. of VAT) DDP- final destination **	Total Price (PHP, incl. of VAT) DDP-DoH Central Office (Manila)	Total Price (PHP, incl. of VAT) DDP - final destination **
HEAL-09-011	Guillotine Strip Cutter	1				
HEAL-09-012	Strip Laminator	1				
Total Price (PHP, incl. of VAT) - LOT 2						

Lot 3

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Equip ID	Description	Quantity	Unit Price (PHP, incl. of VAT) DDP- DoH Central Office (Manila)	Unit Price (PHP, incl. of VAT) DDP- final destination **	Total Price (PHP, incl. of VAT) DDP-DoH Central Office (Manila)	Total Price (PHP, incl. of VAT) DDP - final destination **
HEAL-10-005	Freeze Dryer	1				
HEAL-16-017	Vertical Auto Desiccator	2				
HEAL-18-003	Water Bath (45 L)	2				
Total Price (PHP, incl. of VAT) - LOT 3						

Lot 4

Equip ID	Description	Quantity	Unit Price (PHP, incl. of VAT) DDP- DoH Central Office (Manila)	Unit Price (PHP, incl. of VAT) DDP- final destination **	Total Price (PHP, incl. of VAT) DDP-DoH Central Office (Manila)	Total Price (PHP, incl. of VAT) DDP - final destination **
HEAL-08-001	Handheld ATP Hygiene Monitoring with Data Management Software	1				
HEAL-08-008	Automatic Colony Counter	2				
HEAL-08-018	Sink With Touchless Faucet	3				
HEAL-08-030	Passbox (Decontamination Hatch)	4				
HEAL-08-032	PH Meter	11				
HEAL-13-004	E-Cart	52				
HEAL-14-001	Biometric devices lock w/license	7				
HEAL-16-009	UV Light, Room Germicidal Sterilizer With Trolley	1				
HEAL-16-012	Reagent Dispenser, 1-10 ml	4				
HEAL-16-016	Analytical Balance (Up To 2000g)	1				
HEAL-16-019	Chemical Waste Container (200L)	7				
HEAL-16-022	Blood Bag Tube Sealer	3				
HEAL-08-028	Nephelometer/Turbidimeter	8				
HEAL-08-040	Automated Slide Stainer	7				
Total Price (PHP, incl. of VAT) - LOT 4						

Lot 5

Equip ID	Description	Quantity	Unit Price (PHP, incl. of VAT) DDP- DoH Central Office (Manila)	Unit Price (PHP, incl. of VAT) DDP- final destination **	Total Price (PHP, incl. of VAT) DDP-DoH Central Office (Manila)	Total Price (PHP, incl. of VAT) DDP - final destination **
HEAL-10-007	Reagent Refrigerator (3-door) (4-door)	2				
Total Price (PHP, incl. of VAT) - LOT 5						

**** Access the delivery places through the following link: [Link to site allocation summary per item](#)**

Note: Evaluation will be done following below scenario:

- The bids shall be evaluated to determine the lowest priced most substantially compliant offer **per individual lot.**
- The contract shall be awarded to the lowest- priced substantially compliant bidder, **per individual lot.**

I, the undersigned, certify that I am duly authorized by [**Company name here**] to sign this bid and bind [**Company name here**]. should UNOPS accept this bid:

Name :

Title :

Date :

Signature: _____

Form G: Technical Bid Form

ITB reference no: **PHL/2024/046**

Name of Bidder: _____

Bidders are required to complete the **Comparative Data Tables** included in Section IV: 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.

A) Technical specifications for Goods – Comparative Data Table

Lot 1: Laboratory Equipment and Supplies

Item no.	Equip ID	Description	Quantity	Is bid compliant? Bidder to complete	Details Bidder to complete
1	HEAL-07-006	Automated Immunochemistry Analyzer Link to TOR: ■ HEAL-07-006 Automated Immunochemistry A...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
2	HEAL-07-007	Automated Immunohistochemistry Analyzer Link to TOR: ■ HEAL-07-007 Automated Immunohistochemi...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
3	HEAL-08-023	Line Reagent Dispenser Link to TOR: ■ HEAL-08-023 Line Reagent Dispenser.pdf	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
4	HEAL-07-003	Automated Electrophoresis System Link to TOR: ■ HEAL-07-003 Automated Electrophoresis Syst...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
5	HEAL-08-016	Gel Documentation System Link to TOR: ■ HEAL-08-016 Gel Documentation Syste...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
6	HEAL-16-008	Gas Chromatograph Mass Spectrometer Link to TOR : ■ HEAL-16-008 Gas Chromatograph with ...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

Lot 2: Laboratory Equipment and Supplies

Item no.	Equip ID	Description	Quantity	Is bid compliant? Bidder to complete	Details Bidder to complete
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1	HEAL-09-011	Guillotine Strip Cutter Link to TOR: ■ HEAL-09-011 Guillotine Strip Cutter.pdf	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
2	HEAL-09-012	Strip Laminator Link to TOR: ■ HEAL-09-012 Strip Laminator.pdf	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

Lot 3: Laboratory Equipment and Supplies

Item no.	Equip ID	Description	Quantity	Is bid compliant? Bidder to complete	Details Bidder to complete
1	HEAL-10-005	Freeze Dryer Link to TOR: ■ HEAL-10-005 Freeze Dryer (-50C).pdf	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
2	HEAL-16-017	Vertical Auto Desiccator Link to TOR: ■ HEAL-16-017 Vertical Auto Desiccator.pdf	2	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
3	HEAL-18-003	Water Bath (45 L) Link to TOR: ■ HEAL-18-003 Water Bath (45 L).pdf	2	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

Lot 4: Laboratory Equipment and Supplies

Item no.	Equip ID	Description	Quantity	Is bid compliant? Bidder to complete	Details Bidder to complete
1	HEAL-08-001	Handheld ATP Hygiene Monitoring with Data Management Software Link to TOR: ■ HEAL-08-001 Handheld ATP Hygie...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
2	HEAL-08-008	Automatic Colony Counter Link to TOR: ■ HEAL-08-008 Automatic Colony Counter.pdf	2	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
3	HEAL-08-018	Sink With Touchless Faucet Link to TOR: ■ HEAL-08-018 Sink With Touchless Faucet.pdf	3	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
4	HEAL-08-030	Passbox (Decontamination Hatch) Link to TOR ■ HEAL-08-030 Passbox (Decontamination Ha...	4	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
5	HEAL-08-032	PH Meter Link to TOR ■ HEAL-08-032 PH Meter.pdf	11	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
6	HEAL-13-004	Emergency Cart	52	<input type="checkbox"/> Yes	Insert

		Link to TOR : ■ HEAL-13-004 Emergency Cart.pdf		<input type="checkbox"/> No	
7	HEAL-14-001	Biometric devices lock w/license Link to TOR: ■ HEAL-14-001 Biometric devices lock wlicens...	7	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
8	HEAL-16-009	UV Light, Room Germicidal Sterilizer With Trolley Link to TOR: ■ HEAL-16-009 UV Light, Room Germicidal St...	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
9	HEAL-16-012	Reagent Dispenser, 1-10 ml Link to TOR: ■ HEAL-16-012 Reagent Dispenser, 1-10 ml.pdf	4	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
10	HEAL-16-016	Analytical Balance (Up To 2000g) Link to TOR: ■ HEAL-16-016 Analytical Balance (2000g).pdf	1	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
11	HEAL-16-019	Chemical Waste Container (200L) Link to TOR: ■ HEAL-16-019 Chemical Waste Container (20...	7	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
12	HEAL-16-022	Blood Bag Tube Sealer Link to TOR: ■ HEAL-16-022 Blood Bag Tube Sealer.pdf	3	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
13	HEAL-08-028	Nephelometer/Turbidimeter Link to TOR: ■ HEAL-08-28 Nephelometer/turbidimet...	8	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
14	HEAL-08-040	Automated Slide Stainer Link to TOR: ■ HEAL-08-040 Automated Slide Sta...	7	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

Lot 5: Laboratory Equipment and Supplies

Item no.	Equip ID	Description	Quantity	Is bid compliant? Bidder to complete	Details Bidder to complete
1	HEAL-10-007	Reagent Refrigerator (3-door) (4-door) Link to TOR : ■ HEAL-10-007 Reagent Refrigerator (3-d...	2	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

B) 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 two (2) months DDP - final destination , Philippines, after the contract signature date.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

	UNOPS plans to award contract/s based on DDP- final destination incoterm but reserves the right to award on DDP - DoH Central Office Manila and arrange its own freight to final destination. In case of DDP- DoH Central Office Manila award, readiness of the goods should be within 1.5 months after contract signature	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
Delivery place and Incoterms rules	Incoterms 2020, DDP- final destination, Philippines Refer to 4) Allocation of the items and delivery places under Section IV or by using the following link: x Final_Allocation List_Lab_public (PHL-2024...	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
Consignee details	To be confirmed at time of order	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
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 +/- 20% , without any change in the unit prices or other terms and conditions of the ITB; if applicable for the item	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

C) Related services and sustainable requirements

Item	Description of the services	Is bid compliant? Bidder to complete	Details Bidder to complete
1.	Installation & commissioning Bidder to provide equipment installation and commissioning at delivery destination. The Bidder to highlight any specific pre-installation conditions.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
2.	Local technical support The bidder to indicate: The complete details (name, address, email and telephone) of a local company or representative that may provide technical assistance, as applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert
3.	Warranty Lot 1: One year warranty including spare parts and preventive and curative maintenance activities Lot 2, 3 and 5: One year warranty including spare parts and preventive and curative maintenance activities	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert

For each applicable item, bidder to complete the details on the proposed warranty in response to the requirements under the ToRs provided through the links.

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

☐ Yes

☐ No

ANY DEVIATION MUST BE LISTED BELOW:

List of subcontractors or suppliers

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

(A) _____

(B) _____

(C) _____

I, the undersigned, certify that I am duly authorized by **[company name here]** to sign this bid and bind **[company name here]** should UNOPS accept this bid:

Name :

Title :

Date :

Signature : _____

Form H: Performance Statement FormiTB reference no: **PHL/2024/046**Name of Offeror: **[Company name here].**

Date: _____

Note to bidder: Please provide information on contracts/engagements for the past 3 years to substantiate the business' continuous operations. Bidder may add more lines if necessary.

Insert details of the client	Contract no. & date	Description of the scope of work/nature of goods supplied and delivered	Value of contract	Date of completion of delivery	
				As per Contract	Actual

Name :

Title :

Date :

Signature : _____

DRIVE Supplier Sustainability Questionnaire

please complete the questionnaire via this link >>>>> [Link to the DRIVE Questionnaire](#)



Section VI: Contract Forms

VI-1: UNOPS General Conditions of Contract

In the event of a Contract, the following General Conditions of Contract will apply:


- UNOPS General Conditions of Contract for the provision of Goods and Services

The conditions are available at: <https://www.unops.org/business-opportunities/how-we-procure>



VI-2: UNOPS sample contract (Purchase Order)

The sample Purchase Order template is included in this ITB by this reference and is attached below:



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Bullseye Solutions, Inc.
No.10 Evangelista St., Santolan

1600 Pasig City
Philippines

Delivery:
Final Destination, The Philippines.

Purchase Order

Order Number:	3161711
Status:	Ordered(O)
CoRegNo:	
Supplier ID:	2046977
Order date:	14/06/2022
Delivery date:	02/08/2022 00:00:00
Delivery method:	Ship transport
Delivery term:	Delivered at Place Unloaded
Payment terms:	Net 30 days
Proc. Official:	Sitang Sillapawattanawong
Ext./Webbuy Ref.:	MYA/22/ARHC/PR/EPP/RFQ/0042

No	Article	Description	Quantity	Unit	Unitprice	Currency	Amount	Delivery date
1	41111808	X ray radiography examination equipment	1.0	EA	992,800.00	USD	992,800.00	06/07/2022
		Mobile X-Ray + Accessories Samsung GM85 Fit QTY 13 units						
Total in USD							992,800.00	

MYA/22/ARHC/PR/EPP/RFQ/0042 Procurement of Portable Ultrasound and X-ray equipment for Philippines.

This Purchase Order contract (the "Contract") is made between the United Nations Office for Project Services ("UNOPS"), a subsidiary organ of the United Nations, and the Contractor identified herein, for the provision of goods and/or services.

The following documents, listed in the order of priority, are deemed to form and be read and construed as part of the Contract, having superseding effect over any other negotiations and/or agreements, whether oral or in writing, pertaining to the subject of this Contract:

- The Special Conditions of Contract, if included as an attachment to this Contract;
- The UNOPS General Conditions of Contract for the provision of goods and/or services, as applicable, available at: <https://www.unops.org/english/Opportunities/suppliers/how-we-procure/Pages/default.aspx>
- This Contract document;
- Any additional attachments to this Contract.

The Contract shall enter into force upon its signature by the Contractor which shall send a signed copy of the Contract to UNOPS as soon as possible, unless signature by the Contractor has not been expressly requested by UNOPS.

Signature of authorised signatory of the Contractor:

AMIESON F. CHUA

Date signed by the Contractor:

June 20, 2022

This Purchase Order has been approved electronically by Claudia Achenbach-Hammad and does not require signature by UNOPS.