

REQUEST FOR PROPOSALS

Supply of 130 units of phototherapy equipment to strengthen the hospital's capacity in implementation of the Kangaroo Mother Care for newborns in hospitals of Viet Nam

I. INTRODUCTION

While early essential newborn care intervention has been implemented at scale in health facilities providing childbirth services in Viet Nam, other interventions necessary for care and management of small and sick newborns – such as newborn resuscitation and treatment of newborn jaundice – have not yet been implemented at scale, especially at district-level hospitals. Scaling up care for small and sick newborns, as well as following up with interventions specifically at all district-level hospitals, represents the next frontier in the evolution of newborn care to accelerate the rate of reduction in neonatal mortality in Viet Nam.

Phototherapy is the use of visible light to treat severe jaundice in the neonatal period. Approximately 60% of term babies and 85% preterm babies will develop clinically apparent jaundice, which classically becomes visible on day 3, peaks days 5-7 and resolves by 14 days of age in a term infant and by 21 days in the preterm infant. Treatment with phototherapy is implemented in order to prevent the neurotoxic effects of high serum unconjugated bilirubin. Phototherapy is a safe, effective method for decreasing or preventing the rise of serum unconjugated bilirubin levels and reduces the need for exchange transfusion in neonates.

However, neonatal jaundice treatments at health facilities still have some difficulties. Many cases of them have to be transferred to the hospitals at national and or provincial level partly due to limited availability of essential medical items, including phototherapy equipment for treatment of newborn jaundice.

To address this challenge, UNICEF Viet Nam intends to engage a **qualified local supplier** to supply and deliver 130 units of phototherapy equipment to support treatment of newborn jaundice and, thus, contributing to implementing and scaling up of newborn care interventions in hospitals of Viet Nam.

II. SCOPE OF WORK & ESTIMATED TIME

1. Scope of work

- The Bidder shall supply, install, provide guidance and hand-on coaching on maintenance and operation, and hand over the medical equipment to the relevant departments of the Hospitals (according to Annex 4: Tentative distribution list).
- The Bidder shall provide a commissioning manual and make a trial run when handing over the medical equipment.
- The Bidder shall specify the manufacturer, origin, brand, model, and serial number.
- The Bidder shall provide detailed warranty coverage information, a list of service centres, and contact information for any service/maintenance requirements.
- The Bidder shall be responsible for annual maintenance and failure of the medical equipment during the warranty period.
- The Bidder shall appoint an authorized person to coordinate with relevant officials of the Ministry of Health, the Provincial Department of Health and hospitals, and UNICEF to implement and complete the work which may include but not limited to collection of receipts, hand-over minutes, and organization of hand-on events and placement of sticker with logos of the donors on the equipment.

2. Estimated handover date:

All medical equipment and accessories shall be handed over to the recipients **by end of November 2024**.

III. GENERAL REQUIREMENTS

1. The Bidder could be an Importer or a Distributor who has an office in Viet Nam and is certified for ISO 9001 Quality management system.

2. Products and brands: Internationally recognized brands and products with at least 03 (three) years of establishment and business operations in Viet Nam.

3. Product quality:

- Products must be new, with tags intact, and manufactured in 2023 onwards.
- Products meet quality standards as:
 - EN IEC 60601-1, EN ISO IEC 60601-1-2 with the summaries or full test reports of these two standards.
 - EN ISO IEC 60601-2-50.
- Priority shall be given to eco-friendly and energy-efficient products.

4. Origin of the products

- Marketing authorization (MA) license for circulating on the market in Viet Nam
- Certificate of Origin (original or notarized copy)
- Proof of market clearance in one of the below listed markets:
 - Australia: TGA Device License
 - Canada: Device License
 - European Union: CE Mark for medical devices (MDD 93/42/EEC or MDR 2017/745)
 - Starting May 26, 2024, MDD certification will only be acceptable if accompanied by a letter from an authorized notified body confirming a transition contract to the MDR regulatory framework.
 - EU certificates must include a Declaration of Conformity, indicating compliance with the EU regulatory framework and listing the applicable standards.
 - Japan: Device License
 - USA - FDA 510(k) premarket Notification Clearance, or Premarket Approval (PMA), or Human Device Exception Approval (HDE).
- Import documentation (if applicable).

5. Warranty (as of the handover date): Minimum 24-month warranty with a Warranty Card and a list of service centres.

6. Installation and user training: The Bidder shall deliver, install, and provide guidance and hand-on coaching on maintenance and operation through a trial run for the user's technical proficiency.

7. User Manual: The Bidder shall provide a maintenance and operation manual in Vietnamese and English (if available) for the product.

9. Other requirements:

- Power adapter supply for Vietnam's electricity voltage 220 Volts – 50Hz.
- Operating environment: in accordance with the standards and conditions across regions of Viet Nam.

IV. TECHNICAL SPECIFICATIONS & REQUIREMENTS

Phototherapy units are used to treat hyperbilirubinemia, a condition characterized by high bilirubin concentrations in the blood. Bilirubin, a product of haemoglobin breakdown, remains in the body until the liver can convert it to a form that can be excreted. Jaundice, a yellowish discoloration of the skin, eyes, and mucous membranes, is a major symptom observed when bilirubin levels in blood rise above 5 mg/dL.

1. Technical specifications:

- Sturdy and stable wheeled base with a low profile.
- The wheeled base is provided with a minimum of three (3) or more anti-static swivel castors.
- The base is provided with a minimum of two (2) or more brakes castors.
- The unit has an adjustable height with a minimum range: 1.20 – 1.60 m.
- The unit includes an arm to allow positioning (swivel) the unit above an incubator or a cradle.
- The single head allows tilting up to a minimum of 45°.
- All surfaces to be made of corrosion resistant materials resistant to hospital grade disinfection chemicals.
- The unit should be equipped with an integrated, operator resettable, therapy timer.
- The therapy timer indicates the elapsed time.
- The therapy time is unaffected by power outages up to 10 minutes.
- The unit includes a provision to safeguard patients from excessive temperatures utilizing a skin temperature sensor and alarms or cutting of the mains supply when limits are exceeded.
- External surfaces of the unit shall never exceed 40 degrees either through an active cooling provision or through design of the unit.
- Equipped with examination LEDs providing white light.
- Power requirements: 220 Volts – 50 Hz.

LIGHTING SYSTEM FEATURES:

- Achieves the phototherapy for a single surface utilising LEDs only.
- Bulb lifetime at least 50,000 hrs.
- The wavelength bandwidth should cover at a minimum 450 – 470 nm.
- Minimum effective surface area $\geq 1,220 \text{ cm}^2$.
- Standard phototherapy irradiance within range: 8 - 15 $\mu\text{W}/\text{cm}^2/\text{nm}$.
- Intensive phototherapy minimum irradiance range: $\geq 30 \mu\text{W}/\text{cm}^2/\text{nm}$.
- Ultraviolet levels shall not exceed a maximum effective radiance of 0.1 $\mu\text{W}/\text{cm}^2$ for ultraviolet B radiation (280 to 315 nm).
- Ultraviolet levels shall not exceed a maximum irradiance of 1,000 $\mu\text{W}/\text{cm}^2$ for ultraviolet A radiation (315 to 400 nm).
- Near-infrared (780 to 1,400 nm) radiation shall not exceed safe limits.

2. Supplied with

- Instructions for assembly, use and maintenance in English and Vietnamese.
- 1 x Plastic protective dustcover.
- 2 x replacement sets of fuses, if replaceable types are used.
- 10 x eyes protection masks newborn very small size.
- 10 x eyes protection masks neonatal small size.
- 10 x eyes protection masks neonatal medium size.

3. Other requirements

Display Parameters:

- Displays treatment hours.
- Displays total time spent.

Warning:

- Error warning appears for about 5 seconds on the display screen.

Environment condition:

- Operating conditions: 10°C - 40°C / 30% – 90% RH.
- Storage conditions: -0°C - 60°C / 5% – 95% RH.
- Atmospheric pressure: 700 ~ 1060 hPa.

4. Warranty and operation

- Annual perform maintenance during the warranty period.
- When there is a request for unexpected inspection and repair, the contractor can respond within 48 hours.
- Have at least one genuine trained engineer.
- Be an official distributor of the manufacturer's products or be legally authorized, with a commitment to providing consumable materials and replacement parts for a minimum of 5 years.

V. TECHNICAL PROPOSAL

Add/Attach the following documents to the Technical Proposal:

1. Business Registration Certificate;
2. The financial statements for the last two years (2022-2023) in English with notarization and in Vietnamese (with signature and seal);
3. Supplier profile form (attached to Annex 2);
4. Authorization letter/ confirmation letter from the manufacturer;
5. Proofs of work experience with UN agencies or similar clients/ contracts (if any).
6. Related certificates/brochures/data outlining the general requirements in part III for offered machines.
7. The technical proposal shall succinctly outline how the supplier implements and manages the project to meet the estimated delivery date (details of offered machines, project personnel and delivery methods).
8. A Vendor Compliance Matrix (Annex 1) for the supplier to fill and sign.
9. Photos and Catalogue of the proposed medical equipment.
10. Additional values the supplier can offer.

VI. FINANCIAL PROPOSAL

1. The quotation (Annex 3-Quotation Form) shall be in Vietnamese Dong (VND) **excluding any taxes as UNICEF is a tax-exempt organization.**
2. The quotation should include the below items:
 - Unit price for the equipment.
 - Estimated cost for distribution to the recipients.
 - Estimated cost for associated services including translation and notarization of relevant documents in Vietnamese e.g., Certificate of Origin, and medical equipment purchase and sale contract ...
3. The technical proposal and financial proposal must be submitted separately.

VII. EVALUATION PROCESS AND METHODS

Both the Technical and Financial Proposals must **have letterheads, signatures, positions and seals of the Bidder and be saved in pdf format.**

The evaluation criteria will be a split between technical and commercial (price proposal) scores (a 60/40 split).

Proposal evaluation shall be based on the following criteria:

1. Technical evaluation criteria (60 points maximum)

Criteria		Points
1	Meet all the general requirements	15
2	Meet all the specifications	35
3	Delivery time	5
4	Additional offers (sustainable features if any)	5
	Total	60

Only Proposals which receive a **minimum of 45 points** will be considered further for opening and evaluating the price proposals.

2. Financial evaluation criteria (40 points maximum)

Criteria		Point
1	Good quality with a favourable price	20
2	All essential accessories and delivery costs are included	15
3	Additional incentives for the users	5
4	Total	40

The total amount of points allocated for the price component is 40. The maximum number of points will be allotted to the lowest price proposal that is technically qualified. All other price proposals will receive points in inverse proportion to the lowest price.

The proposal achieving the highest combined technical and financial scores shall be the most cost-effective one and be recommended for contract award.

VIII. TERMS OF PAYMENT

- The payment shall be divided into **two instalments**:
 - First payment: 50% of the total contract value within 30 days upon receipt of the valid invoice and completion of the delivery of 50% of the total quantity of the equipment with goods receipt signed and sealed by the Hospitals and relevant parties.
 - Second payment: 50% of the total contract value within 30 days upon receipt of the valid invoice and completion of the delivery of the rest equipment with goods receipt signed and sealed by the Hospitals and relevant parties.
- UNICEF shall reserve the right to withhold all or part of the payment amount if the performance is not satisfied, or if the equipment is incomplete or delivered, or if the supplier fails to meet deadlines.

IX. PROJECT MANAGEMENT

The Chief of Child Survival, Development and Environment (CSDE) shall be responsible for overall management; Maternal and child health specialist, and the UNV health officer shall be responsible for daily management.

Women-owned companies are encouraged to bid. Preference will be given to equally technically qualified women-owned companies.

LIST OF ANNEXES

ANNEX 1: Vendor Compliance Matrix

ANNEX 2: Supplier Profile Form

ANNEX 3: Quotation Form

ANNEX 4: Tentative Distribution List

ANNEX 1: VENDOR COMPLIANCE MATRIX

Suppliers are required to describe their ability to meet the requirements mentioned in Section III - TECHNICAL SPECIFICATIONS AND REQUIREMENTS of the bidding documents with attached documents including information of section, page number and line number proving it.

NO.	Requirements	Meet all the requirements	Meet part of the requirements	Note
General requirements				
	Certified for ISO 9001 Quality management system			
	Products and brands			
	Product quality			
	Origin of the products			
	Warranty (as of the handover date)			
	Installation and user training			
	User Manual			
	Other requirements			
PHOTOTHERAPY				
Technical specifications				
	Sturdy and stable wheeled base with a low profile.			
	The wheeled base is provided with a minimum of three (3) or more anti-static swivel castors.			
	The base is provided with a minimum of two (2) or more brakes castors.			
	The unit has an adjustable height with a minimum range: 1.20 – 1.60 m.			
	The unit includes an arm to allow positioning (swivel) the unit above an incubator or a cradle.			
	The single head allows tilting up to a minimum of 45°.			
	All surfaces to be made of corrosion resistant materials resistant to hospital grade disinfection chemicals.			
	The unit should be equipped with an integrated, operator resettable, therapy timer.			
	The therapy timer indicates the elapsed time.			
	The therapy time is unaffected by power outages up to 10 minutes.			
	The unit includes a provision to safeguard patients from excessive temperatures utilizing a skin temperature sensor and alarms or cutting of the mains supply when limits are exceeded.			
	External surfaces of the unit shall never exceed 40 degrees either through an active cooling provision or through design of the unit.			
	Equipped with examination LEDs providing white light.			
	Power requirements: 220 Volts – 50Hz			
Lighting System Features:				
	Achieves the phototherapy for a single surface utilising LEDs only.			

	Blub lifetime at least 50,000 hrs.			
	The wavelength bandwidth should cover at a minimum 450 – 470 nm.			
	Minimum effective surface area $\geq 1,220 \text{ cm}^2$.			
	Standard phototherapy irradiance within range: 8 - 15 $\mu\text{W}/\text{cm}^2/\text{nm}$.			
	Intensive phototherapy minimum irradiance range: $\geq 30 \mu\text{W}/\text{cm}^2/\text{nm}$.			
	Ultraviolet levels shall not exceed a maximum effective radiance of 0.1 $\mu\text{W}/\text{cm}^2$ for ultraviolet B radiation (280 to 315 nm).			
	Ultraviolet levels shall not exceed a maximum irradiance of 1,000 $\mu\text{W}/\text{cm}^2$ for ultraviolet A radiation (315 to 400 nm).			
	Near-infrared (780 to 1,400 nm) radiation shall not exceed safe limits.			
Other requirements				
	Displays treatment hours			
	Displays total time spent			
	Error warning appears for about 5 seconds on the display screen			
	Operation condition: <ul style="list-style-type: none"> • Operating conditions: 10°C - 40°C / 30% – 90% RH. • Storage conditions: -0°C - 60°C / 5% – 95% RH. • Atmospheric pressure: 700 ~ 1060 hPa. 			
Supplied with				
	Instructions for assembly, use and maintenance in English and Vietnamese.			
	1 x Plastic protective dustcover.			
	2 x replacement sets of fuses, if replaceable types are used.			
	10 x eyes protection masks newborn very small size.			
	10 x eyes protection masks neonatal small size.			
	10 x eyes protection masks neonatal medium size.			
Warranty and operation				
	Annual perform maintenance during the warranty period.			
	When there is a request for unexpected inspection and repair, the contractor can respond within 48 hours.			
	Have at least one genuine trained engineer.			
	Be an official distributor of the manufacturer's products or be legally authorized, with a commitment to providing consumable materials and replacement parts for a minimum of 5 years.			
	There is a commitment to providing unchanged spare parts and components for at least 8 years after the warranty period.			

ANNEX 3: QUOTATION FORM

No	Item description	Quantity/Unit	Unit price (VND)	Total (VND)
1	Phototherapy			
2	Distribution cost			
3	Other associated cost			

ANNEX 4: TENTATIVE DISTRIBUTION LIST

No	Health facility	Quantity
1	Danang Obstetrics and Paediatrics Hospital	8
2	Tu Du Hospital, HCMC city	8
3	Hung Vuong Hospital, HCMC city	3
4	Children's Hospital 1, HCMC city	4
5	Children's Hospital 2, HCMC city	4
6	National Children's Hospital, Ha Noi	4
7	Central Obstetrics Hospital, Ha Noi	3
8	Hai Phong Obstetrics Hospital, Hai Phong	3
9	Hanoi Obstetrics Hospital, Ha Noi	3
10	Dien Bien	10
11	Son La	12
12	Lai Chau	7
13	Lao Cai	8
14	Gia Lai	14
15	Kon Tum	10
16	Dak Nong	7
17	Thai Binh	7
18	Thai Nguyen	7
19	Soc Trang	8
	TOTAL	130