



Pre-Bid Meeting

**ITB/2024/52072 - Provision of
General surgery medical
equipment and related Services
in Tunisia**

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SCOPE OF THE TENDER

This ITB refers to the provision of general surgery medical equipment and related Services in Tunisia as further described in the document titled Section II: Schedule of Requirements, included in the Documents section.

Lot 1: Medical Imaging Equipment

Lot 2: Standard Medical Equipment

All lots will be evaluated independently and UNOPS reserve the right to award all, some or no lots to one, or multiple vendors.

- Bidders shall be allowed to quote prices for one or more lots identified in this tender. However, bidders must offer 100% of the items specified for each lot and to 100% of the quantities specified for each item of a lot. **(Partial Bids will NOT be accepted).**

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/business-opportunities/how-we-procure>)

GENERAL INFORMATION

Quotations Submission deadline **11:00 AM UTC (12:00 AM Tunisia time) on 15 July 2024**

Deadline for clarifications **11:00 AM UTC (12:00 AM Tunisia time) on 10 July 2024**

Bidder eligibility No nationalities are excluded from submitting a bid.

Language of Quotations English

Partial Quotations Partial quotations will NOT be accepted

Alternative Quotations Not accepted

GENERAL INFORMATION

Currency of Quotation	<ul style="list-style-type: none">• USD (United States Dollars)• TND (Tunisian Dinar)
Duties and taxes	All bids shall be submitted net of any direct taxes (customs duties and indirect taxes, such as sales taxes, VAT, taxes on commodities such as fuel).
Bid security	Not applicable
Performance Security	Performance security shall be required from the awarded Bidder in the amount of 5% of the total Contract amount, in the form of a Bank Guarantee as set out in the document titled <code>General_conditions_goods_and_services</code> which is available in the Documents section.
Quotation Validity	90 Days
Liquidated damages details / Delay damages details	<i>UNOPS will deduct from the Contract price, as liquidated damages, a sum equivalent to the percentage of 0.03% 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.</i>

DOCUMENTS

- Section I_ Instructions to Bidders
- Section II_ Schedule of Requirements- Lot 1
- Section II_ Schedule of Requirements- Lot 2
- **Section III_ Returnable Bidding Forms**
- ITB_SectionIV_Contract Forms.pdf
- UNOPS General Conditions of Contract (Goods & Services)
- UNOPS eSourcing Vendor Guide in English
- CONTRAT DE SERVICE DURANT LA PERIODE DE GARANTIE (Signed after Contract Signature)

Section III_ RETURNABLE BIDDING FORMS & OTHER DOCUMENTS TO SUBMIT

Forms :

- Form A: Joint Venture Partner Information Form
- Form B: Bid Submission Form
- Form C: Price Schedule Form
- **Form D: Technical Bid Form (Lot 1, Lot 2)**
- Form E: Manufacturer's authorization form
- Form F: Performance Statement Form
- Form G: No Adverse Action Confirmation Form
- **Form H: Representation in Tunisia Information Form**
- Form I: Bid Securing Declaration Form

Compliance Documents **PASS/FAIL**

- Valid legal registration documents
- CE Mark Certificate as per MDR 745/2017 or MDD93/42
- ISO 13485 per Manufacturer
- **Local Representative in Tunisia- Legal registration and proof of Authorization**
- Equal opportunity, diversity, and inclusion within the organisation (See Qualification criteria)
- Waste management plan or strategy in place (See Qualification criteria)
- Technical sheets/ Brochures/ Catalogues of offered products

EVALUATION CRITERIA

- Three stages with ratings - **Pass/Fail**
 - Eligibility and Formal Criteria
 - Qualification Criteria
 - Technical Criteria
- Only quotations that meet the requirements of Eligibility, Qualification criteria & are technically compliant will be considered for Financial Evaluation.

Stage: Eligibility and formal criteria

- **Eligibility and formal criteria:** This evaluation will be done as a **Pass/Fail** criteria.

Stage: 1. Eligibility and formal criteria

1.1	Bidder is eligible as defined in the document Section I: Instructions to Bidders, Article 4	Pass/Fail	N/A	Every lot
1.2	Completeness of the Bid. All required Questionnaires (if any), and Returnable Bidding Forms and other documentation requested under the Document Checklist section have been provided and are complete	Pass/Fail	N/A	Every lot
1.3	Bidder accepts UNOPS General Conditions of Contract as specified in Section IV: Contract Forms	Pass/Fail	N/A	Every lot

Stage: Qualification Criteria

Stage: 3. Qualification criteria

3.1	The Bidder should be in continuous business of manufacturing and/or supplying medical products, during the last 5 years (May 2019- May 2024)	Pass/Fail	N/A	Every lot
3.2	If a Bidder is not the manufacturer of the proposed equipment, he must submit the Manufacturer's Authorization using the form included in Section III: Returnable Bidding Forms to demonstrate that it has been duly authorized by the manufacturer or producer of the goods to supply these goods in the country of destination	Pass/Fail	N/A	Every lot

Stage: Qualification Criteria (Cont.)

3.3	<p>The bidder shall provide documentation that details their approach to ensuring equal opportunity, diversity, and inclusion within their organisation (e.g. equal pay policy, parental leave, the ratio of female to male employees, % of females in management positions, grievances disaggregated by gender, transparency of promotion criteria, sexual harassment policies)- Bidders must include a statement with details on how diversity and inclusion / anti-discrimination is ensured in the organisation.</p>	Pass/Fail	N/A	<ul style="list-style-type: none"> Gender and Social Inclusion - Gender and social inclusion mainstreaming 	Every lot
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Stage: Qualification Criteria (Cont.)

3.4	<p>The bidder shall have a waste management plan or strategy in place including reduction of waste, segregation of waste, temporary storage modalities, transport, and final disposal in accordance with the waste hierarchy and all relevant legislative requirements. - Bidder shall provide proof the manufacturers of the goods it offers to supply are in possession of a valid ISO 14001 EMS certificate, or similar, for the factories in which medical devices were produced. If a valid certification is not in place, the bidder should provide a copy of the existing policy or applicable measures in relation to EMS for the manufacturing site. To be checked by UNOPS and clarified, if necessary.</p>	Pass/Fail	N/A	<ul style="list-style-type: none">• Environmental sustainability - Waste management (including hazardous waste)	Every lot
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Stage: Qualification Criteria (Local Representatives)

3.5	The bidder must provide the Representation in Tunisia Information Form for all the Equipment proposed	Pass/Fail	N/A	Every lot
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All equipment must be represented locally by an authorised local representative.

- **The brand representative or distributor will be in charge of the after sales services during the warranty period. In case the bidder is not the local brand representative, a statement from the manufacturer or the local distributor of the brand in relation to after sales services must be provided by the bidder.**

Stage: Technical Criteria

Stage: 4. Technical criteria

4.1	The Manufacturer of the proposed equipment(s) is/are ISO 13485 certified	Pass/Fail	N/A	Every lot
4.2	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 II: Schedule of Requirements	Pass/Fail	N/A	Every lot
4.3	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 II: Schedule of Requirements	Pass/Fail	N/A	Every lot
4.4	The bidder is in Compliance with all the Quality Standards from the minimum requirements as included in Section II. Schedule of Requirements	Pass/Fail	N/A	Every lot

TECHNICAL EVALUATION

Lot 1:

- Ultraportable, Intelligent Echocardiography Device (Quantity 3)
- Color Doppler Ultrasound (Quantity 2)
- Intraoperative Ultrasound (Quantity 1)
- Video-Endoscopy Column (Quantity 1)
- Linear Digestive Echoendoscope (Quantity 2)

Lot 2:

- Electro-Surgical Machine (Quantity 9)
- Station Of 10 Electric Syringe Pumps (Quantity 16)
- Blood Products Warmer (Quantity 7)
- Air Warmer (Quantity 12)

Bidders must be compliant on all items in a lot to be considered technically compliant.

How to fill out Form D: Technical Bid Form Correctly

Item No	UNOPS minimum technical requirements	Quantity	Is bid compliant? Bidder to complete	Details of goods offered. Bidder to complete
Electrical Requirements, Electromagnetics, Dimensions, Conformity Documentation				
	Power Supply: 230 V +/- 10 % A, 50 Hz		Yes	Power supply of the Machine is 231V
	Current Consumption: max 9 A		Yes	The consumption of the proposed Machine is 9 A
	Power consumption: Max 2100 Watt		Yes	Power consumption: 2100
	Built-in electrical protection device: Fuses		Yes	The equipment has built-in electrical protection
	Weight of the unit: V +/- 10 % 80 kgs (including options)		Yes	Weight of the unit is 80 kgs
	Dimensions: HxWxD: 120cm x 25cm			

Item No	UNOPS minimum technical requirements	Quantity	Is bid compliant? Bidder to complete	Details of goods offered. Bidder to complete
Electrical Requirements, Electromagnetics, Dimensions, Conformity Documentation				
	Power Supply: 230 V +/- 10 % A, 50 Hz		Yes to All	See Product Catalogue
	Current Consumption: max 9 A			See Product Catalogue
	Power consumption: Max 2100 Watt			See Product Catalogue
	Built-in electrical protection device: Fuses			See Product Catalogue
	Weight of the unit: V +/- 10 % 80 kgs (including options)			See Product Catalogue

DELIVERY & DISTRIBUTION REQUIREMENTS

(Lot 1 & 2)

UNOPS Requirements	
Delivery time	<ul style="list-style-type: none"> - The Bidder shall deliver all the equipment no later than 16 weeks after contract signature. - The Bidder shall complete the installation for the units no later than 4 weeks after the delivery (20 weeks after the contract signature).
Delivery place and Incoterms rules	<p>Tunisia</p> <p>DPU (Consignee-wise quantity distribution list)</p> <p>UNOPS and/or the consignee will submit all tax exemption documentation to the selected supplier- The bidder must submit all shipment documents to UNOPS before departure of the shipment from the FCA point.</p>
Consignee details	Ministry of Health in Tunisia
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.



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Questions?