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**Date: 21 October 2024**

**Request for Quotation (RFQ)**  
**Examination Table & Infant Transport incubator**  
**RFQ No.: UNFPA-PAL-RFQ-2024-025**

Dear Sir/Madam,

We hereby solicit your quotation for the supply and delivery of Examination Table

This equipment is specifically allocated for the Gaza crisis and West Bank, necessitating an expedited delivery.

To enable you to submit a quotation, please read the following carefully:

**Section 1:** Schedule of Requirements

- A. List of items with technical specifications
- B. Kitting & Packing Requirements

**Section 2:** Instructions to Bidders

Please submit your quotation in accordance with the requirements and procedures as set out in this RFQ and submit it by the deadline for submission of bids set out in Section 2: Instruction to Bidders.

**Farah Altarifi**

Humanitarian Supplies & Logistics Specialist - Team Lead

Signature:

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**SECTION 1: SCHEDULE OF REQUIREMENTS**

**A. List of items with technical specifications**

Item No.	Item	Technical Specifications	Quantity	Unit of Measure
1	Examination Table	<p>General Description: Table, examination</p> <p>Intended use: Non-mobile table for medical examinations of patients.</p> <p>Technical specifications: Examination table, 2 sections. Mounted on 4 sturdy supports, all finished with height adjustable feet. Both sections fitted with non-removable padded upholstery. Backrest angle adjustable via secured pawl and gear ratchet, safe for patient and operator. When fully extended, both sections align to perfectly flat surface. Transfer bars connect all lower distal portions of the 4 supports, providing maximal structural strength.</p> <p>Materials: High resistance to corrosion (tropical environment) Frame: epoxy coated tubular steel Adjustable feet: rubber or nylon Padded upholstery: high-density polyurethane foam, density 28-30 kg/m<sup>3</sup> Cover: plastic, flexible, highly tear resistant, anti-static, flame-retardant, non-absorbing, waterproof and cleanable with hospital-grade disinfection products.</p> <p>Dimensions: Examination table, two sections extended, including upholstery: (185-190) x 55 x 80cm (l x w x h). Frame: 3 cm (outside, across), 1.35-1.5 mm thickness. Upholstery: 4.5-5 cm (h). Carrying capacity: minimum 160 kg. Knockdown construction: yes.</p> <p>Items supplied with: 1 x complete set of tools required for assembly List of accessories and parts</p>	30	Each



Item No.	Item	Technical Specifications	Quantity	Unit of Measure
		<p>Detailed step-by-step instructions for assembly and safe use, text-free pictorial based (i.e. line-drawings only)                      Instructions for use including cleaning and disinfection instructions in English, French and Spanish.                      Warranty of minimum 2 years.</p> <p>Quality Management System:                      ISO 13485:2016: Medical devices - Quality management systems</p> <p>Regulation &amp; conformity requirements:                      Regulation (EU) 2017/745, Class I (or equivalent internationally recognised marketing clearance)</p> <p>Nomenclature:                      GMDN code: 38458 - Examination/treatment table, manual</p> <p>Environmental compliance and safety:                      All furniture components contain less than 100 parts per million of the below chemical groups, as applicable:                      Urea formaldehyde                      Heavy metals including mercury, cadmium, lead, antimony                      Hexavalent chromium in plated finishes                      Stain and non-stick treatments derived from Perfluorinated Compounds (PFCs), including Perfluorooctanoic Acid (PFOA)                      Added antimicrobial treatments</p> <p>Packaging, labelling, instructions                      1 One (1) unit per box                      Compliance with EAN 128 bar code requirements                      Product attributes</p>		
2	Infant Transport incubator without ventilator	<p>Good/Well Known Brand name: ( USA, EUR, or JAPAN- Brands with 3 Years warranty, Other equivalent brands With with 5 years warranty) with Good reputation in MOH facilities.</p> <ul style="list-style-type: none"> <li>● Application: Mobile intensive care unit</li> <li>● Servo controlled Air/Baby modes</li> <li>● Double wall hood</li> </ul>	15	Each



Item No.	Item	Technical Specifications	Quantity	Unit of Measure
		<ul style="list-style-type: none"> <li>● Temperature control for skin 30-38 and air modes 20-38.5 deg                             <ul style="list-style-type: none"> <li>● O2 measurement 21-99%</li> <li>● Double door and opening from both sides</li> </ul> </li> <li>● Adjustable bed movements and tilt with mattress <math>\pm 10^\circ</math></li> <li>● Digital Display: On/standby, Battery status, Heater power, Baby and air temperature <math>^\circ C</math>, Alarm indicators                             <ul style="list-style-type: none"> <li>● Built in batteries and mains charger</li> <li>● With adapter cable for 12 volt automatic supply                                     <ul style="list-style-type: none"> <li>● 4 Casters with brake</li> </ul> </li> </ul> </li> <li>● Alarms for: air flow, probes, high temp, low temp, power failure, Low battery, Power failure.</li> <li>● Visual indicators for battery power status, power source and system alarm status                             <ul style="list-style-type: none"> <li>● Noise level inside &lt; 45 db.</li> </ul> </li> <li>● Air filter can removes &gt;99% of airborne particles greater than 0.5 micron diameter</li> <li>● Humidity :50 to 70 percent humidity in the patient hood for up to 12 Hrs                             <ul style="list-style-type: none"> <li>● 1 Iris port</li> <li>● 6 tubing ports</li> </ul> </li> <li>● Equipped with Examination lamp</li> <li>● Ability to mount infusion pumps</li> <li>● Suitable mounting system for Ventilator and Monitor (Monitor/Ventilator Shelf)</li> </ul>		



Item No.	Item	Technical Specifications	Quantity	Unit of Measure
		<ul style="list-style-type: none"> <li>● Power requirements (220VAC. 50-60Hz), 12 V DC</li> <li>● Battery to operate incubator at least one hour with full heater power and min charging time</li> <li>● Should have ISO 9001:2008 &amp; ISO 13485 certified manufacturer.</li> <li>● Should have safety certificate from a competent authority CE issued by a notified body registered in the European commission / FDA (US)/ CB Certificate/ EMC Certificate. Copy of the certificate/ test report shall be produced along with the technical bid.</li> </ul> <p style="text-align: center;">Complete With:</p> <ul style="list-style-type: none"> <li>● O2 5L cylinder with proper flowmeter                             <ul style="list-style-type: none"> <li>● O2 cylinder holder                                     <ul style="list-style-type: none"> <li>● IV pole</li> </ul> </li> </ul> </li> <li>● Set of air filters (min 20)</li> <li>● Temperature air probe                             <ul style="list-style-type: none"> <li>● Skin temp. Probe</li> </ul> </li> <li>● Built in batteries and mains charger                             <ul style="list-style-type: none"> <li>● Rechargeable Batteries.</li> </ul> </li> </ul> <p style="text-align: center;">OPTIONAL TO BE PRICED SEPARATELY :</p> <ul style="list-style-type: none"> <li>● Collapsible stand for ambulance loading                             <ul style="list-style-type: none"> <li>● Temperature Skin probe</li> <li>● Temperature Air probe                                     <ul style="list-style-type: none"> <li>● Micro Air filter</li> <li>● Heater Element</li> </ul> </li> </ul> </li> </ul>		



Item No.	Item	Technical Specifications	Quantity	Unit of Measure
		<ul style="list-style-type: none"> <li>● Fan Module</li> <li>● Batteries</li> <li>● Oxygen Cylinder 5L</li> </ul> <p style="text-align: center;">DOCUMENTATION</p> <ul style="list-style-type: none"> <li>● Operating Manual (in original) soft and hard copies</li> <li>● Service Manual (in original).soft and hard copies include Maintenance Troubleshooting, Electronic boards schematics , parts list.</li> <li>● Price listing of all spares and accessories</li> </ul> <p style="text-align: center;">STANDARDS</p> <ol style="list-style-type: none"> <li>1. Must be submitted with the offer ,with valid dates not less than 6 months</li> <li>2. For the Manufacturer &amp; Equipment: Equipment should be FDA, European CE, UL or BIS approved product. Certificate should be submitted.Certified quality management system for medical devices (e.g. ISO 13485:2016 Medical devices – Quality management systems – Requirements for regulatory purposes). General quality management (e.g. ISO 9001:2015 Quality management systems – Requirements). Application of risk management to medical devices (e.g. ISO 14971:2019 Medical devices – Application of risk management to medical devices)</li> <li>3. Regulatory approval/certification: Free sales certificate (FSC) or certificate for exportation of medical device provided by the authority in manufacturing country. Proof of regulatory compliance, as appropriate, per the product’s risk classification (e.g. Food and Drug Administration [FDA] and/or Conformité Européenne [CE]). National local regulatory approval (of recipient country, as applicable) should be submitted</li> </ol>		



Item No.	Item	Technical Specifications	Quantity	Unit of Measure
		<p>4. Manufacturer should have ISO certification for quality standards</p> <p>.certificate should be submitted.</p> <p>TRAINING</p> <p>1. On-site training of 4 x operators to departmental faculty and staff for optimum usage till satisfaction.</p> <p>INSPECTION</p> <p>1. Inspection Authority: Biomedical Engineering Unit</p> <p>2. Shall inspect and test and where necessary reject the equipments after its arrival at the Hospital.</p> <p>Warranty</p> <p>1. 3 years, on site comprehensive warranty (labour &amp; spares covering all parts of the units and items supplied), from the date of issue of installation certificate by Biomedical Engineering Unit</p> <p>95% uptime guarantee should be given. In case downtime exceeds 5%, penalty in the form of extended warranty, double the number of days for which the equipment goes out of service will be applied.</p> <p>2. In case of agency removed from the agent or transferred to other company, the old agent should be responsible of all warranty Implications, such as service , spare parts ,, etc</p> <p>3. Should perform yearly calibration and preventive maintenance during warranty &amp; if entered into AMC(includes unlimited breakdown calls)</p> <p>/CMC (which will include spare replacement, consumable spares,breakdown calls)</p>		



Item No.	Item	Technical Specifications	Quantity	Unit of Measure
		<p style="text-align: center;"><b>MAINTENANCE &amp; REPAIR</b></p> <ul style="list-style-type: none"> <li>● The supplier must ensure the availability of expertise service and maintenance The vendor should submit company profile including names and No. Of engineers, training certifications preferably on the same product.</li> <li>● The system should be upgradable and all spare parts should be available for next 10 years after commissioning</li> </ul> <p style="text-align: center;">Application and service softwares must be provided to the Biomedical Engineering unit free of charge / or must be on demand</p>		

**Notes:**

- All items are required to undergo pre-shipment inspection by a third-party supplier designated by UNFPA.

**B. Kitting & Packing Requirements:**

<b>Packing Requirements</b>
<ul style="list-style-type: none"> <li>● Cardboard box closed with long lasting tape or glued flaps (export-quality carton box to minimize the breakage during transportation).</li> <li>● Box size to be tightly adjusted to content.</li> <li>● Marking a list of items: <b>PO#, UNFPA Logo, and "Medical Equipment" in English and Arabic.</b></li> <li>● All boxes should be palletized (maximum 120cm width x 120cm length with maximum height of 170 cm. Maximum weight of 750kg).</li> <li>● Each pallet should be wrapped in <b>8</b> layers of shrink wrap plastic and the outer pallet should be labeled with UNFPA Logo.Boxes: 4 straps Pallets: 8 straps</li> <li>● UNFPA Logo must be on EACH BOX.</li> </ul>
<p><b>PACKING INSTRUCTIONS ARE ANNEXED HEREUNDER WHERE AWARDED SUPPLIER/S ARE REQUIRED TO PERFECTLY COMPLY WITH THE PROVIDED REQUIREMENTS.</b></p>



## SECTION 2: INSTRUCTIONS TO BIDDERS

<b>Deadline for the Submission of Quotation</b>	<b>03 November 2024, at 14:00 Palestine Local Time</b>
<b>UNFPA Supplier Policies</b>	Current UNFPA supplier policies apply to this solicitation and can be found at: <a href="http://www.unfpa.org/suppliers">http://www.unfpa.org/suppliers</a> .
<b>Method of Submission</b>	If you are interested in submitting a quotation for these items, kindly fill in the attached <u>Quotation Form</u> and send by email to the address indicated below:  <b><a href="mailto:palestine.proc@unfpa.org">palestine.proc@unfpa.org</a></b>  <b>Subject of Email: <u>UNFPA-PAL-RFQ-2024-025</u></b>
<b>Clarification of Solicitation Documents</b>	Contact details for clarification of solicitation documents:  Focal Person: <b>Nibal Qundos</b> E-mail address: <a href="mailto:gundos@unfpa.org">gundos@unfpa.org</a>  <b>Note: Bids shall not be submitted to the contact person's email address.</b>
<b>Currency</b>	Quotations shall be quoted in <b>USD</b> .  <i>Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of competition deadline.</i>
<b>Quotation Validity Period</b>	Quotations shall remain valid for at least <b>120 Days</b> from the deadline for the Submission of Quotation.
<b>Delivery Time</b>	Items are needed for immediate delivery; technically accepted offers will be ranked based on the delivery duration.
<b>Delivery Location</b>	<b>Delivery Locations:</b>  The delivery location options are as follows: <b>1. DAP Cairo Airport</b> <b>2. DAP Amman, Jordan Warehouse,</b>  <b>Amman Warehouse Address:</b> C/o Jordanian Coast Cargo Services 350 r Cargo Road, Qastal - Amman  <b>3. DDP Ramallah</b>



<p><b>Evaluation and Selection Criteria</b></p>	<p>The received offers will be technically evaluated based on the adherence to the technical specifications specified in Section 1 and the delivery lead time.</p> <p>The selection criteria will be based on the <b>lowest priced most technically acceptable offer with the shortest delivery duration.</b></p>
<p><b>Payment Terms:</b></p>	<p>100% after satisfactory delivery of goods.</p>
<p><b>NOTE:</b></p>	<p><b>Based on the results of this tender, UNFPA preserves the right to create non-exclusive LTA (Long Term Agreement) with the successful bidder(s).</b></p> <p><b>UNFPA preserves the right to increase/decrease quantities without incurring any additional charges.</b></p> <p><b>UNFPA will sign LTAs for Gaza and West Bank.</b></p>



## Quotation Form

**Name of Bidder:** \_\_\_\_\_

**Date of Bid:** \_\_\_\_\_

**Request for Quotation No:** \_\_\_\_\_

**Currency of Bid price:** \_\_\_\_\_

**Delivery time** (*Days from receipt of order till dispatch*): \_\_\_\_\_

**Expiration of Validity of Quotation** (*The quotation shall be valid for a period of at least 120 days after the Closing date.*): \_\_\_\_\_

**Price Schedule:**

Item No.	Item Description	Quantity	UoM	Unit Price	Total Price DAP Cairo Airport	Delivery Duration
1	Examination Table	30	Each	Unit Price	Total Price DAP Amman Warehouse	Delivery Duration
				Unit Price	Total Price DAP Kerem Shaloom	Delivery Duration
				Unit Price	Total Price DDP Ramallah	Delivery Duration
				Unit Price		Delivery Duration
				Unit Price		Delivery Duration
				Unit Price		Delivery Duration



Item No.	Item Description	Quantity	UoM	Unit Price	Total Price DAP Cairo Airport	Delivery Duration
2	Infant Transport incubator without ventilator	15	Each			
				Unit Price	Total Price DAP Amman Warehouse	Delivery Duration
				Unit Price	Total Price DAP Kerem Shaloom	Delivery Duration
				Unit Price	Total Price DDP Ramallah	Delivery Duration

Note: Bidders may quote for all delivery options or select the options they can provide. **(Quoting for all delivery options is not mandatory).**

**Please submit your quotation with a catalog for each item quoted, including images.**

In your offer, please include:

1. Detailed technical specifications of each product offered, Compliance sheet
2. Copy of ISO 13485 or ISO 9001 QMS certificate.
3. Completed Fast Track Procurement Questionnaire for Medical Devices
4. Company registration document
5. Proof of Previous experience preferable with UNFPA and UN organization (Copy of POs, Delivery Notes, Completion Certificate, agreements ...etc.)
6. A signed and dated Declaration of Conformity (DoC) according to ISO 17050 stating compliance to the relevant ISO standards



and directives (e.g. CE self-declaration 93/42/EEC), and which has a reference to the offered product.

*Vendor's Comments:*

I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/resources/unfpa-general-conditions-contract> ) and we will abide by this quotation until it expires.

\_\_\_\_\_  
Name and title

\_\_\_\_\_  
Date and Place