# REQUEST FOR QUOTATION (RFQ)

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| RFQ Reference: **NG 4200754011** | Date: 10 October 2024 |

# **SECTION 1: REQUEST FOR QUOTATION (RFQ)** for the Supply of medical equipment and supplies for nine (9) Primary Health Care Centers in Adamawa.

International Organisation for Migration (IOM) kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

* Section 1: This request letter
* Section 2: RFQ Instructions and Data
* Annex 1: Schedule of Requirements
* Annex 2: Quotation Submission Form
* Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

IOM Yola Procurement.

## **SECTION 2: RFQ INSTRUCTIONS AND DATA**

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| **Deadline for the Submission of Quotation** | Friday, 15th November 2024 at 5:00 P.M. West African Time (GMT +0)  If any doubt exists as to the time zone in which the quotation should be submitted, refer to <http://www.timeanddate.com/worldclock/>. |
| **Method of Submission** | Quotations must be submitted as follows:  E-tendering  Email  Courier / Hand delivery  Bid submission address: iommaiduguribids@iom.int   * File Format: .docx, .pdf * File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. * All files must be free of viruses and not corrupted*.* * Max. File Size per transmission: 10MB * Mandatory subject of email: **NG 4200754011 Supply of medical equipment and supplies for nine (9) Primary Health Care Centres in Adamawa.** * Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y. * It is recommended that the entire Quotation be consolidated into as few attachments as possible. * The proposer should receive an email acknowledging email receipt. |
| **Cost of preparation of quotation** | IOM shall not be responsible for any costs associated with a Supplier’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process. |
| **Supplier Code of Conduct** | All prospective suppliers must read the UN Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: [Supplier Code of Conduct (ungm.org)](https://www.ungm.org/Public/CodeOfConduct). |
| **Conflict of Interest** | **UN encourages every prospective Supplier to** avoid and prevent conflicts of interest, by disclosing to UN if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. |
| **General Conditions of Contract** | Any Purchase Order or contract that will be issued because of this RFQ shall be subject to the IOM General Conditions of Contract for provision of goods/services/transportation/medical services available at https://www.iom.int/do-business-us-procurement. |
| **Eligibility** | Bidders shall have the legal capacity to enter into a binding contract with IOM and to deliver in the country, or through an authorized representative. |
| **Currency of Quotation** | Quotations shall be quoted in Nigerian Naira inclusive all charges. |
| **Duties and taxes** | The International Organization for Migration 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 quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:  All prices shall:  be inclusive of VAT and other applicable indirect taxes  be exclusive of VAT and other applicable indirect taxes |
| **Language of quotation and documentation including catalogues, instructions, and operating manuals** | English |
| **Documents to be submitted** | Bidders shall include the following documents in their quotation:  Annex 2: Quotation Submission Form duly completed and signed  Annex 3: Technical and Financial Offer duly completed and signed and in  accordance with the Schedule of Requirements in Annex 1  Other Annex 1: Technical Requirements |
| **Quotation validity period** | Quotations shall remain valid for 60 days from the deadline for the Submission of Quotation. |
| **Price variation** | No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received. |
| **Partial Quotes** | Not permitted |
| **Payment Terms** | 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. |
| **Contact Person for correspondence, notifications and clarifications** | Focal Person(s): Fawziya M Bornoma and Zalvika Staningsih  E-mail address: fbornoma@iom.int, and zstyaningsih@iom.int  Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. |
| **Clarifications** | Requests for clarification from bidders will not be accepted any later than Four (4) days before the submission deadline. Responses to request for clarification will be communicated by email by the deadline date or as soon as received |
| **Evaluation method** | The contract will be awarded to the lowest cost and most technically compliant offer |
| **Evaluation criteria** | The Evaluation of bids will be done in 3 stages:  **I Vendor Eligibility/Pre-liminary Assessment:**  Based on pass/fail criteria; All documents indicated below are MANDATORY and all must be submitted to obtain a ‘pass’ in the pre-liminary evaluation. Any document if not submitted will be considered ‘fail’.   1. Valid CAC registration certificate. 2. Valid Tax clearance certificate. 3. Valid license from NAFDAC to supply pharmaceutical drugs/medical consumables. 4. Vendor information sheet (duly filled, stamped & signed) 5. Signed/stamped Technical Requirements form -Annex 1 (duly filled, stamped & signed) 6. Signed/stamped Bidders’ Declaration of conformity – Annex 2 (duly filled, stamped & signed) 7. Signed/stamped Technical/Financial offer- Annex 3 (duly filled, stamped & signed) 8. Certificate of Analysis/CE Marking/Batch release certificates for medicines and laboratory test kits (Resellers can submit documents obtained from Manufacturers) 9. UN code of conduct (duly filled, stamped & signed)   **II. Technical Evaluation:**  This has an overall score of 100 points and a minimum of 70 points is the minimum pass mark required to pass the technical evaluation stage based on the below criteria and scores.  Full compliance with all requirements/specifications as specified in Annex 1: (Max. obtainable points = 50 points)  Brand Name, Model No, warranty (if Applicable) and specification should be clearly indicated in the bidder’s specification column. Certificate of Origin & SON certificate will be required on imported Materials/equipment applicable. All information should be provided in Annex 1 and submitted as supporting document.  Scoring:   * Up to 90% compliance -**50 points** * Up to 70% compliance -**30 points** * Up to 50% compliance - **20 points**   Evidence of past similar supply with a total cumulative value of up to NGN 480, 000, 000 (Four hundred and Eighty Million) in the last two years: (Max. obtainable points = 20 points)  Previous Purchase Orders, Supply contracts and/or service completions/Delivery notes indicating goods and value of goods supplied (signed by company and purchaser) should be provided as supporting document.  Scoring:   * Values Up to NGN 480,000,000 (four hundred and Eighty Million Naira) and above - **20 points** * Values up to NGN 360,000, 000 (three hundred and sixty Million Naira) and above - **15 points** * Values up to NGN 240,000, 000 (two hundred and forty Million Naira) and above – **10 points**   Comprehensiveness of after-sales services: (Max. obtainable points = 5 points)  After-sales service and policies such as returns, replacements, maintenance, warranty if available should be clearly stated with details on Company data sheet and attached as supporting document.  Scoring:   * After-sales service available – **5 points** * After-sales service not available – **0 points**   Financial capacity: (Max. obtainable points = 15 points)  This criterion assesses the financial capacity/standing of the supplier to deliver a high value contract. The company Bank statement for the last 6 (six) months, stamped by the Bank should be attached as supporting document.  Scoring:   * Credit inflow between NGN 400,000,000- NGN 500,000,00 – 15 points * Credit inflow between NGN 250,000,000 -350,000,000 – 10 points * Credit inflow between NGN 150,000,000 – NGN 200,000,000 – 5 points   Earliest Delivery /shortest lead time (Max. obtainable points = 10 points)  Delivery timelines should clearly be stated in Annex 1; delivery requirements. Vendors are encouraged to be realistic in setting lead times as IOM charges a penalty fee for late deliveries as per Terms & conditions (attached). Specific lead times are required and ranges if provided, will not be considered.  Scoring:   * Lead time of two (2) weeks/ 14 calendar days- 10 points * Lead time of three (3) weeks/ 21 calendar days – 8 points * Lead Time of four (4) weeks/28 calendar days- 5 points   **III. Financial Criteria (100 points):** Only bidders who passed the technical evaluation will be considered for this andis based on the cost in (NGN) offered by each bidder and considers the total overall cost of supply (including shipping and other costs) and will be evaluated using the below formula:  FO = F – F1 X 100  Where FO is the financial score  F is the lowest financial offer received  F1 is the financial offer under consideration. |
| **Right not to accept any quotation** | IOM is not bound to accept any quotation, nor award a contract or Purchase Order |
| **Right to vary requirement at time of award** | At the time of award of Contract or Purchase Order, IOM reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum 25% of the total offer, without any change in the unit price or other terms and conditions. |
| **Type of Contract to be awarded** | Purchase Order |
| **Expected date for contract award.** | TBD |
| **Policies and procedures** | This RFQ is conducted in accordance with Policies and Procedures of IOM |
| **UNGM registration** | IOM is encouraging all suppliers to register at the United Nations Global Marketplace (UNGM) website at [www.ungm.org](http://www.ungm.org). The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award of USD 100,000 and above, the Bidder is recommended to register on the UNGM prior to contract signature. For vendors who do not have the technical means to register in UNGM, the UNGM has implemented an assisted vendor registration functionality that allows IOM procurement personnel to add local vendors to the UNGM. |

## **ANNEX 1: SCHEDULE OF REQUIREMENTS**

**Technical Specifications for Goods/ medical equipment: REF No. NG 4200754011**

Please refer to attached Specification sheet for more details and fill out Bidder’s specification column provided below.

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| N | Description | Bidder’s Specification: please provide specification e.g brand name, model, manufacturer, size/dimension and packaging of item quoted. |
| 1 | Littman's Sethoscopse (3M Littmann classic-III) or equivalent |  |
| 2 | Digital Blood Pressure Apparatus (Omron) 3 Series® BP7100 Upper Arm Blood Pressure Monitor or equivalent |  |
| 3 | Mercury-in- Glass Blood Pressure Apparatus (Blood Pressure Monitor Mercury Yamasu Japan, model-600) |  |
| 4 | Standiometer with weighing scale/measring station 600X599png (europharma) |  |
| 5 | Digital Thermometer (Pack of 10) |  |
| 6 | Infrared Thermometer (Lepu LFR30B Infrared Forehead Thermometer) |  |
| 7 | Hospital Folding stainless examination screens (MK-N01 Hospital Folding Stainless Steel 4-Part Ward Screen) |  |
| 8 | Generic self-propelled wheelchairs (Wheelchair adult McKesson Wheelchair, 18 Inch Seat Width) |  |
| 9 | 3 Tier Movable Stainless Steel Trolley |  |
| 10 | Foldable Stretcher with Double fold Portable Stretcher for Emergency, Hospitals ( fire and waterproof) |  |
| 11 | Hand adjustable Examination couch (ALS-EX105b; 680X468) |  |
| 12 | Portable 14.6 cf Medical Oxygen Cylinder with Valve |  |
| 13 | One Manual Crank Hospital Bed (Dimensions: 2120 x 970 x 530 H(mm)) |  |
| 14 | Hospital matresses (6x3x6) with white or blue covering (Mackintosh) |  |
| 15 | Hospital bedsheets white/blue colours (Cotton) |  |
| 16 | Pillow with 3 white/blue pillow case each (Cotton) |  |
| 17 | Hospital bed side cabinet on caster (Over Bed side table) |  |
| 18 | White Resin Plastic Foldable Hospital Tables with iron legs |  |
| 19 | White Resin Plastic Foldable Hospital Chairs with iron legs |  |
| 20 | Office chairs glossy (Homelala Black Modern Mid Back Ribbed PU Leather Swivel Tilt Adjustable Chair Designer Boss Executive Management Manager Office Chair) |  |
| 21 | Office tables wooden glossy (Handmade Glossy Polished Wood Modular Office Table With Three Drawer) |  |
| 22 | Stainless Steel Silver 3 seater waiting area chairs for hospital |  |
| 23 | Hospital IV/Infusion Drip stand (Hospital Medical Stainless Steel Foldable Lightweight Portable IV Drip Stand) |  |
| 24 | Hospital anglepoise lamp (Examination lamp, angle poise lamp) |  |
| 25 | Agary syringes and needles 5mls (cartons) or equivalent |  |
| 26 | Agary syringes and needles 10mls (cartons) or equivalent |  |
| 27 | Agary syringes and needles 2mls (cartons) or equivalent |  |
| 28 | No. 18 to No. 36 sterile, stainless steel Surgical blades for No. 4 Handles (100/Packs) |  |
| 29 | Artery Forceps |  |
| 30 | Needle Holder |  |
| 31 | Surgical Threads (Nylon); 12 pcs set |  |
| 32 | Surgical Threads (Vicryl) all size by 12 |  |
| 33 | Needle holder (Surgical Needle Holder) |  |
| 34 | Artery forceps or clamp |  |
| 35 | Scissors (Normal) |  |
| 36 | Stainless steel covered bowl for cotton wool. H216 - Instrument Trays with Cover. Instrument Trays with Cover (Stainless steel) - (Inner dia.) Instrument Tray with Cover 304 G, Thickness 0.5 mm Tray, Size 8 x 6 x 2 Inch |  |
| 37 | Wall clock |  |
| 38 | Stainless instrument tray |  |
| 39 | Bowls (stainless steel) with stand |  |
| 40 | Sponge holding forceps |  |
| 41 | Galipots with lid (medium) |  |
| 42 | Binocular Microscope - Xsz-107bn |  |
| 43 | Helmreasinn 80-2 Electric Laboratory Centrifuge |  |
| 44 | Portable Hematocrit Reader with HCR-9500 |  |
| 45 | Portable Steam Autoclave Sterilizer - 18l |  |
| 46 | Capillary tube (Packs) |  |
| 47 | Malaria RDT strips by 25 pieces |  |
| 48 | Pregnancy test strip by 20 pieces |  |
| 49 | Urinalysis test strip by 100 pieces |  |
| 50 | Accu-check Glucometer or equivalent |  |
| 51 | Accu-check Glucometer Strip or equivalent |  |
| 52 | Hepatitis C test strip 50 pieces 1 buffer |  |
| 53 | Hepatitis B test strip 50 pieces |  |
| 54 | HIV Test strip by 50 pieces |  |
| 55 | Generic Oxygen concentrator (Invacare Perfecto 2 V Oxygen Concentrator, 0.5 to 5 LPM) |  |
| 56 | Manual Delivery beds, mechanical delivery bed, stainless steel. |  |
| 57 | Manual vacuum aspirator (MVA) set |  |
| 58 | Portable Ultrascan Machine; Monitor: 10 inch CRT; Probe connector: 2 Body Mark: 140; scanning mode:Ba 2Ba B/Ma Ma 4B, Real-time Zoom on B mode; Scanning depth: a Y250mm, 16 selectable scanning depth and turn adjusting by encoder; Zoom: 10 steps 1.5\2.0\2.5\3.0\3.5\4.0\4.5\5.0\5.5 |  |
| 59 | Sanitary pads (in packets 30 pieces) |  |
| 60 | Clean towels for drying and wrapping the baby |  |
| 61 | Suction Pump Machine1000mls portable vaccum |  |
| 62 | Pediatric Ambu Bag (Manual Resuscitator/ AMBU Bag PCV Adult/Pedia/Infant) |  |
| 63 | Blue colour latex hand gloves (Sterile) pack of 100 pcs |  |
| 64 | Umbilical Cord Clamp (10 Pcs per pack) |  |
| 65 | Maternity apron; easy ties and a quick release buckle to secure the back and front. |  |
| 66 | Pinard fetoscope (double sided) |  |
| 67 | Lithmans Stethoscope (pediatric) (3M Littmann Pediatric Stethoscope Long Red 2113R) or equivalent |  |
| 68 | Scissors (Episiotomy) |  |
| 69 | Mackintoch: Blue. 36 X 54 Inches |  |
| 70 | Vaginal speculum (metallic) |  |
| 71 | Antiseptic solution (iodophors or chlorhexidine) SAVLON 2 littre |  |
| 72 | Medical Waste Bin (Black, Red, Yellow, Blue,and Green) set |  |
| 73 | Safety box for collection of sharp objects |  |
| 74 | Medical Waste Polythene |  |
| 75 | Bleach (chlorine-base compound) 20 litres |  |
| 76 | Clean (plastic) sheet to place under mother |  |
| 77 | Hospital female urine receiver |  |
| 78 | Hospital Male urine receiver |  |
| 79 | Torchlight reachable |  |
| 80 | Chlorhexidine 4% in 4 litres |  |
| 81 | Detergent 1kg |  |
| 82 | Dettol soap (solid) 160g Packets of 6 pieces or equivalent |  |
| 83 | Dettol liquid antiseptic disinfectant 500mls or equivalent |  |
| 84 | Izal Germicide 500mls (4 litres) or equivalent |  |
| 85 | Mopper with mopping stick attached |  |
| 86 | Mopping yellow plastic carrier with wringer bucket |  |
| 87 | Liquid soap 1000ml, carton of 12 pieces |  |
| 88 | Duster (hand towel) |  |
| 89 | Methylated spirit size 4 liters |  |
| 90 | Infact Mucus extractor - Infant |  |
| 91 | Baby Wipes (50 sheets) carton of 12 packs |  |
| 92 | Diaper for 0-6 months baby (pack of 92 pcs) |  |
| 93 | Infant weighing scale (New Measurement Feature on Detecto's MB130 Pediatric Scales) |  |
| 94 | Stainless steel Baby cots; Color stainless; Size/Dimension 36x22x36; Type Standard Beds; Material Of The Bed-SS; Folded- Yes |  |
| 95 | Incision and drainage kit set |  |
| 96 | Plastic calibrated Cup with cover for ORS (32 Oz Plastic Mug Water Drinking Hospital Insulated Double wall cup) |  |
| 97 | Graduated medicine cup (SOLO Paper Medical and Dental Graduated Cups, ProPlanet Seal, 3 oz, White/Blue, 100/Bag, 50 Bags/Carton) |  |
| 98 | IV Cannular Pink Size-20 x Box (50pcs/Box) |  |
| 99 | IV Cannular Blue Size-22 x Box (50pcs/Box) |  |
| 100 | IV Cannular Green Size-18 x Box (50pcs/Box) |  |
| 101 | IV Blood giving set x Carton (500pcs/Carton) |  |
| 102 | IV fluid giving set x Carton (500pcs/carton) |  |
| 103 | [Adhesive Plaster Roll 2.5 Cm X 5 M pack of 10 roll](https://yaoota.com/en-ng/product/aztec-aztec-adhesive-plaster-roll-25-cm-x-5-m-price-from-jumia-nigeria) |  |
| 104 | Caps vitamin A 100,000IU x Tin (500Capules/Tin) |  |
| 105 | IM Tetanus toxoid x Box (10Ampoules/pack; 10packs/Box) |  |
| 106 | Solar Direct Drive Vaccine Refrigerator & Ice-pack Freezer with 153L (refrigerator) | 28L (freezer) gross volume |  |
| 107 | Vaccine carrier Boxes |  |
| 108 | Medical outreach plastic storage box (  Plastic First Aid Kit Emergency Medicine Storage Box with Detachable Tray and Lid; Size: 30.5 X 20 X 16CM |  |
| 109 | Foldable mobile adult examination beds Adjustable Head Rest Section with 3 x Height Settings, Aluminium Legs, |  |
| 110 | Mobile loudspeaker with two wireless microphones and bluetooth, party box 310. Reachable |  |
| 111 | Tabs PCM 1g tablets in Tins |  |
| 112 | Tabs Vitamin-C 200mg Tins |  |
| 113 | Tabs Danacid Tins |  |
| 114 | Tabs Azithromycin 500mg (10 Tablets/pack) Packs |  |
| 115 | Tabs Diclofecnac 100mg (10 Tablets/sachet) sachets |  |
| 116 | Tabs Lonart-DS (6 Tabs/pack) x packs |  |
| 117 | Tabs Albendazole 400mg x Tins |  |
| 118 | Tabs Ciprofloxacin 500mg by fidson (14 Tabs/pack) x packs |  |
| 119 | Tabs Metronidazole 400mg x Tins |  |
| 120 | ORS x Carton (3/pack; 102packs/Carton) |  |
| 121 | Zinc Sulphate Tablet x cartoon |  |
| 122 | Brusta-N Cough Syrup X cartoon |  |
| 123 | Tutulin Cough Syrup x cartoon |  |
| 124 | Vitamin C Syrup x cartoon |  |
| 125 | Dispensing Envelope (Big) X rolls |  |

**PLEASE REFER TO THE ATTACHED SPECIFICATION SHEET FOR MORE INFORMATION ON PACAKING AND PICTURE SAMPLES OF GOODS/ITEMS**.

**Delivery Requirements**

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| --- | --- |
| **Delivery Requirements** | |
| Delivery date and time | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please indicate expected delivery date/time) |
| Delivery Terms (INCOTERMS 2020) | DAP IOM site in Adamawa State. |
| Customs clearance  (must be linked to INCOTERM | DAP  Shall be done by:  Name of organisation  Supplier/bidder  Freight Forwarder |
| Exact Address(es) of Delivery Location(s) | IOM Yola, No 3 zungeru street dougirei Jimeta Yola. |
| Distribution of shipping documents (if using freight forwarder) | Yes, to be provided before shipment (certificate of Origin and SON) |
| Packing Requirements | As per packaging requirement specified in Annex 1, all boxes must be selaed, in good condition and free of any dampness, damage or rust (for stainless). Expiry date on pharmaceutical drugs must be at least 24 months prior to expiry date. |
| Training on Operations and Maintenance | If local representative available |
| Warranty Period | 12 months |
| After-sales service and local service support requirements | Vendor to clarify what to provide Below:  Warranty  Maintenance  Replacement  Refund |
| Preferred Mode of Transport | Any |
| Other information |  |

**ANNEX 2: QUOTATION SUBMISSION FORM**

*Bidders are requested to complete this form, including the Company Profile and Bidder’s Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. 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.*

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| --- | --- | --- |
| Name of Bidder: | Click or tap here to enter text. | |
| RFQ reference: | Click or tap here to enter text. | Date: Click or tap to enter a date. |

**VENDOR INFORMATION SHEET[[1]](#footnote-2)**

Please attach the latest vendor information sheet to be filled in and signed by the vendor

All new vendor must be registered in the new system Wave here is the [**Supplier Registration (oraclecloud.com)**](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffa-evlj-saasfaprod1.fa.ocs.oraclecloud.com%2FfscmUI%2Ffaces%2FPrcPosRegisterSupplier%3FprcBuId%3D300000127525423%26_adf.ctrl-state%3D1047cjvgq_392%26_afrLoop%3D9873198298182042%26_afrWindowMode%3D0%26_afrWindowId%3Dnull%26_afrFS%3D16%26_afrMT%3Dscreen%26_afrMFW%3D842%26_afrMFH%3D604%26_afrMFDW%3D1280%26_afrMFDH%3D720%26_afrMFC%3D8%26_afrMFCI%3D0%26_afrMFM%3D0%26_afrMFR%3D144%26_afrMFG%3D0%26_afrMFS%3D0%26_afrMFO%3D0&data=05%7C02%7Cmabcamara%40iom.int%7C95cc9423d6ea4944397808dcd66a0688%7C1588262d23fb43b4bd6ebce49c8e6186%7C1%7C0%7C638620998082620880%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=TFzJSoaFiXYaiCFEeosyzFv%2FMi4eCmKUPBf89%2BSt%2FcA%3D&reserved=0)

**BIDDER’S DECLARATION OF CONFORMITY[[2]](#footnote-3)**

| **Yes** | **No** |  |
| --- | --- | --- |
|  |  | On behalf of the Supplier, I hereby represent and warrant that neither the Supplier, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier is financially sound and duly licensed. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier complies with all applicable laws, ordinances, rules and regulations. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier will in all circumstances act in the best interests of IOM. |
|  |  | On behalf of the Supplier, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the Supplier any direct or indirect benefit arising from the contract. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier has not misrepresented or concealed any material facts during the contracting process. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier will respect the legal status, privileges and immunities of IOM as an intergovernmental organization. |
|  |  | On behalf of the Supplier, I further represent and warrant that neither the Supplier nor any persons having powers of representation, decision-making or control over the Supplier or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the “UN Sanctions List”) or are the subject of any sanctions or other temporary suspension. The Supplier will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation. |
|  |  | On behalf of the Supplier, I further represent and warrant that, the Supplier will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest. |
|  |  | On behalf of the Supplier, I further represent and warrant that the Supplier undertakes to comply with the Code of Conduct, available at <https://www.ungm.org/Public/CodeOfConduct>. |
|  |  | It is the responsibility of the Supplier to inform IOM immediately of any change to the information provided in this Declaration. |
|  |  | On behalf of the Supplier, I certify that I am duly authorized to sign this Declaration and on behalf of the Supplier I agree to abide by the terms of this Declaration for the duration of any contract entered into between the Supplier and IOM. |
|  |  | IOM reserves the right to terminate any contract between IOM and the Supplier, with immediate effect and without liability, in the event of any misrepresentation made by the Supplier in this Declaration. |

Signature:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

## **ANNEX 3: TECHNICAL AND FINANCIAL OFFER - SERVICES**

*Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. 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.*

|  |  |  |
| --- | --- | --- |
| Name of Bidder: | Click or tap here to enter text. | |
| RFQ reference: | **NG 4200754011** |

**Technical Offer**

*Submission of Annex 1 above with pictures and/or additional details on company letterhead with relevant data.*

**Financial Offer**

Populate all unit and total costs accordingly and the lump sum for the supply of goods stated in the Terms of Reference of your technical offer will be the final offer taken into consideration. The lump-sum should include all costs of delivery of services including transportation/delivery cost.

Ensure that all calculations are correct. IOM is not responsible for any miscalculations and in the case of an error in lump sum, the unit cost shall be taken into consideration and if error occurs in total figures written, the total amount in words shall be considered.

**Currency of Quotation: NGN (Nigerian Naira)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Description of Goods** | **Unit/Qty** | **Unit Price** | **Total Price** |
| 1. | Littman's Stethoscope (3M Littmann classic-III) or equivalent | 55 pcs |  |  |
| 2. | Digital Blood Pressure Apparatus (Omron) 3 Series® BP7100 Upper Arm Blood Pressure Monitor or equivalent | 55 pcs |  |  |
| 3. | Mercury-in- Glass Blood Pressure Apparatus (Blood Pressure Monitor Mercury Yamasu Japan, model-600) | 55 pcs |  |  |
| 4. | Stadiometer with weighing scale/measuring station 600X599png (euro pharma) | 45 pcs |  |  |
| 5. | Digital Thermometer (Pack of 10) | 45 packs |  |  |
| 6. | Infrared Thermometer (Lepu LFR30B Infrared Forehead Thermometer) | 45 pcs |  |  |
| 7. | Hospital Folding stainless examination screens (MK-N01 Hospital Folding Stainless Steel 4-Part Ward Screen) | 45 pcs |  |  |
| 8. | Generic self-propelled wheelchairs (Wheelchair adult McKesson Wheelchair, 18 Inch Seat Width) | 36 pcs |  |  |
| 9. | 3 Tier Movable Stainless Steel Trolley | 45 pcs |  |  |
| 10 | Foldable Stretcher with Double fold Portable Stretcher for Emergency, Hospitals ( fire and waterproof) | 27 pcs |  |  |
| 11. | Hand adjustable Examination couch (ALS-EX105b; 680X468) | 27 pcs |  |  |
| 12. | Portable 14.6 cf Medical Oxygen Cylinder with Valve | 18 pcs |  |  |
| 13. | One Manual Crank Hospital Bed (Dimensions: 2120 x 970 x 530 H(mm)) | 54 pcs |  |  |
| 14. | Hospital matresses (6x3x6) with white or blue covering (Mackintosh) | 90 pcs |  |  |
| 15. | Hospital bedsheets white/blue colours (Cotton) | 270 pcs |  |  |
| 16. | Pillow with 3 white/blue pillow case each (Cotton) | 54 sets |  |  |
| 17. | Hospital bed side cabinet on caster (Over Bed side table) | 90 pcs |  |  |
| 18. | White Resin Plastic Foldable Hospital Tables with iron legs | 90 pcs |  |  |
| 19. | White Resin Plastic Foldable Hospital Chairs with iron legs | 200 pcs |  |  |
| 20. | Office chairs glossy (Homelala Black Modern Mid Back Ribbed PU Leather Swivel Tilt Adjustable Chair Designer Boss Executive Management Manager Office Chair) | 54 pcs |  |  |
| 21. | Office tables wooden glossy (Handmade Glossy Polished Wood Modular Office Table With Three Drawer) | 45 pcs |  |  |
| 22. | Stainless Steel Silver 3 seater waiting area chairs for hospital | 60 pcs |  |  |
| 23. | Hospital IV/Infusion Drip stand (Hospital Medical Stainless Steel Foldable Lightweight Portable IV Drip Stand) | 45 pcs |  |  |
| 24. | Hospital anglepoise lamp (Examination lamp, angle poise lamp) | 18 pcs |  |  |
| 25. | Agary syringes and needles 5mls (cartons) or equivalent | 27 cartons |  |  |
| 26. | Agary syringes and needles 10mls (cartons) or equivalent | 27 cartons |  |  |
| 27. | Agary syringes and needles 2mls (cartons) or equivalent | 27 cartons |  |  |
| 28. | No. 18 to No. 36 sterile, stainless steel Surgical blades for No. 4 Handles (100/Packs) | 27 packs |  |  |
| 29. | Artery Forceps | 45 pcs |  |  |
| 30. | Needle Holder | 45 pcs |  |  |
| 31. | Surgical Threads (Nylon); 12 pcs set | 90 sets |  |  |
| 32. | Surgical Threads (Vicryl) all size by 12 | 90 sets |  |  |
| 33. | Needle holder (Surgical Needle Holder) | 45 pcs |  |  |
| 34. | Artery forceps or clamp | 45 pcs |  |  |
| 35. | Scissors (Normal) | 45 pcs |  |  |
| 36. | Stainless steel covered bowl for cotton wool. H216 - Instrument Trays with Cover. Instrument Trays with Cover (Stainless steel) - (Inner dia.) Instrument Tray with Cover 304 G, Thickness 0.5 mm Tray, Size 8 x 6 x 2 Inch | 45 pcs |  |  |
| 37. | Wall clock | 27 pcs |  |  |
| 38. | Stainless instrument tray | 45 pcs |  |  |
| 39. | Bowls (stainless steel) with stand | 45 pcs |  |  |
| 40. | Sponge holding forceps | 45 pcs |  |  |
| 41. | Galipots with lid (medium) | 90 pcs |  |  |
| 42. | Binocular Microscope - Xsz-107bn | 9 pcs |  |  |
| 43. | Helmreasinn 80-2 Electric Laboratory Centrifuge | 9 pcs |  |  |
| 44. | Portable Hematocrit Reader with HCR-9500 | 9 pcs |  |  |
| 45. | Portable Steam Autoclave Sterilizer - 18l | 9 pcs |  |  |
| 46. | Capillary tube (Packs) | 18 packs |  |  |
| 47. | Malaria RDT strips by 25 pieces | 180 packs |  |  |
| 48. | Pregnancy test strip by 20 pieces | 90 packs |  |  |
| 49. | Urinalysis test strip by 100 pieces | 180 packs |  |  |
| 50. | Accu-check Glucometer or equivalent | 45 pcs |  |  |
| 51. | Accu-check Glucometer Strip or equivalent | 45 pcs |  |  |
| 52. | Hepatitis C test strip 50 pieces 1 buffer | 180 packs |  |  |
| 53. | Hepatitis B test strip 50 pieces | 180 packs |  |  |
| 54. | HIV Test strip by 50 pieces | 180 packs |  |  |
| 55. | Generic Oxygen concentrator (Invacare Perfecto 2 V Oxygen Concentrator, 0.5 to 5 LPM) | 9 pcs |  |  |
| 56. | Manual Delivery beds, mechanical delivery bed, stainless steel. | 36 pcs |  |  |
| 57. | Manual vacuum aspirator (MVA) set | 45 pcs |  |  |
| 58. | Portable Ultrascan Machine; Monitor: 10 inch CRT; Probe connector: 2 Body Mark: 140; scanning mode:Ba 2Ba B/Ma Ma 4B, Real-time Zoom on B mode; Scanning depth: a Y250mm, 16 selectable scanning depth and turn adjusting by encoder; Zoom: 10 steps 1.5\2.0\2.5\3.0\3.5\4.0\4.5\5.0\5.5 | 9 pcs |  |  |
| 59. | Sanitary pads (in packets 30 pieces) | 27 packs |  |  |
| 60. | Clean towels for drying and wrapping the baby | 45 Pcs |  |  |
| 61. | Suction Pump Machine1000mls portable vaccum | 9 pcs |  |  |
| 62. | Pediatric Ambu Bag (Manual Resuscitator/ AMBU Bag PCV Adult/Pedia/Infant) | 9 Pcs |  |  |
| 63. | Blue colour latex hand gloves (Sterile) pack of 100 pcs | 90 packs |  |  |
| 64. | Umbilical Cord Clamp (10 Pcs per pack) | 450 packs |  |  |
| 65. | Maternity apron; easy ties and a quick release buckle to secure the back and front. | 90 Pcs |  |  |
| 66. | Pinard fetoscope (double sided) | 45 Pcs |  |  |
| 67. | Lithmans Stethoscope (pediatric) (3M Littmann Pediatric Stethoscope Long Red 2113R) or equivalent | 45 Pcs |  |  |
| 68. | Scissors (Episiotomy) | 90 Pcs |  |  |
| 69. | Mackintoch: Blue. 36 X 54 Inches | 27 Pcs |  |  |
| 70. | Vaginal speculum (metallic) | 27 Pcs |  |  |
| 71. | Antiseptic solution (iodophors or chlorhexidine) SAVLON 2 littre | 36 Pcs |  |  |
| 72 | Medical Waste Bin (Black, Red, Yellow, Blue,and Green) set | 36 Sets |  |  |
| 73 | Safety box for collection of sharp objects | 900 Pcs |  |  |
| 74. | Medical Waste Polythene | 4,500 Pcs |  |  |
| 75. | Bleach (chlorine-base compound) 20 litres | 45 Pcs |  |  |
| 76. | Clean (plastic) sheet to place under mother | 90 Pcs |  |  |
| 77. | Hospital female urine receiver | 45 Pcs |  |  |
| 78. | Hospital Male urine receiver | 45 Pcs |  |  |
| 79. | Torchlight reachable | 45 Pcs |  |  |
| 80. | Chlorhexidine 4% in 4 litres | 27 Pcs |  |  |
| 81. | Detergent 1kg | 180 Pcs |  |  |
| 82. | Dettol soap (solid) 160g Packets of 6 pieces or equivalent | 225 Packs |  |  |
| 83. | Dettol liquid antiseptic disinfectant 500mls (24pc/carton) or equivalent | 45 cartons |  |  |
| 84. | Izal Germicide 500mls (4 litres) or equivalent | 45 Pcs |  |  |
| 85. | Mopper with mopping stick attached | 90 Pcs |  |  |
| 86. | Mopping yellow plastic carrier with wringer bucket | 90 Pcs |  |  |
| 87. | Liquid soap 1000ml, carton of 12 pieces | 45 Carton |  |  |
| 88. | Duster (hand towel) | 90 Pcs |  |  |
| 89. | Methylated spirit size 4 liters | 45 Pcs |  |  |
| 90. | Infact Mucus extractor - Infant | 45 Pcs |  |  |
| 91. | Baby Wipes (50 sheets) carton of 12 packs | 45 Packs |  |  |
| 92. | Diaper for 0-6 months baby (pack of 92 pcs) | 45 Packs |  |  |
| 93. | Infant weighing scale (New Measurement Feature on Detecto's MB130 Pediatric Scales) | 27 Pcs |  |  |
| 94. | Stainless steel Baby cots; Color stainless; Size/Dimension 36x22x36; Type Standard Beds; Material Of The Bed-SS; Folded- Yes | 45 Pcs |  |  |
| 95. | Incision and drainage kit set | 27 Sets |  |  |
| 96. | Plastic calibrated Cup with cover for ORS (32 Oz Plastic Mug Water Drinking Hospital Insulated Double wall cup) | 90 Pcs |  |  |
| 97. | Graduated medicine cup (SOLO Paper Medical and Dental Graduated Cups, ProPlanet Seal, 3 oz, White/Blue, 100/Bag, 50 Bags/Carton) | 90 Pcs |  |  |
| 98. | IV Cannular Pink Size-20 x Box (50pcs/Box) | 450 boxes |  |  |
| 99. | IV Cannular Blue Size-22 x Box (50pcs/Box) | 27 boxes |  |  |
| 100. | IV Cannular Green Size-18 x Box (50pcs/Box) | 90 boxes |  |  |
| 101. | IV Blood giving set x Carton (500pcs/Carton) | 450 cartons |  |  |
| 102. | IV fluid giving set x Carton (500pcs/carton) | 450 cartons |  |  |
| 103. | [Adhesive Plaster Roll 2.5 Cm X 5 M pack of 10 roll](https://yaoota.com/en-ng/product/aztec-aztec-adhesive-plaster-roll-25-cm-x-5-m-price-from-jumia-nigeria) | 90 packs |  |  |
| 104. | Caps vitamin A 100,000IU x Tin (500Capules/Tin) | 27 tins |  |  |
| 105. | IM Tetanus toxoid x Box (10Ampoules/pack; 10packs/Box) | 27 boxes |  |  |
| 106 | Solar Direct Drive Vaccine Refrigerator & Ice-pack Freezer with 153L (refrigerator) | 28L (freezer) gross volume | 9 pcs |  |  |
| 107 | Vaccine carrier Boxes | 45 pcs |  |  |
| 108 | Medical outreach plastic storage box (  Plastic First Aid Kit Emergency Medicine Storage Box with Detachable Tray and Lid; Size: 30.5 X 20 X 16CM | 10 pcs |  |  |
| 109 | Foldable mobile adult examination beds Adjustable Head Rest Section with 3 x Height Settings, Aluminium Legs, | 10 pcs |  |  |
| 110 | Mobile loudspeaker with two wireless microphones and Bluetooth, party box 310. Reachable | 1 pc |  |  |
| 111 | Tabs PCM 1g tablets in Tins | 10 tins |  |  |
| 112 | Tabs Vitamin-C 200mg Tins | 10 tins |  |  |
| 113 | Tabs Danacid Tins | 10 tins |  |  |
| 114 | Tabs Azithromycin 500mg (10 Tablets/pack) Packs | 200 packs |  |  |
| 115 | Tabs Diclofecnac 100mg (10 Tablets/sachet) sachets | 400 packs |  |  |
| 116 | Tabs Lonart-DS (6 Tabs/pack) x packs | 500 packs |  |  |
| 117 | Tabs Albendazole 400mg x Tins | 10 tins |  |  |
| 118 | Tabs Ciprofloxacin 500mg by fidson (14 Tabs/pack) x packs | 400 packs |  |  |
| 119 | Tabs Metronidazole 400mg x Tins | 10 tins |  |  |
| 120 | ORS x Carton (3/pack; 102packs/Carton) | 2 cartons |  |  |
| 12 | Zinc Sulphate Tablet x carton | 2 cartons |  |  |
| 122 | Brusta-N Cough Syrup X carton | 2 cartons |  |  |
| 123 | Tutulin Cough Syrup x carton | 2 cartons |  |  |
| 124 | Vitamin-C Syrup x carton | 2 cartons |  |  |
| 125 | Dispensing Envelope (Big) X rolls | 10 rolls |  |  |
| **Total Price:** | |  | | |
| **Transportation cost:** | |  | | |
| **Total All-inclusive cost (Lumpsum)** | |  | | |
| **Total all-inclusive cost (lumpsum) in words** | |  | | |

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
|  | You Responses | | |
| Yes, we will comply | No, we cannot comply | If you cannot comply, pls. indicate counter proposal |
| Delivery Lead Time - as indicated by bidder. |  |  | Click or tap here to enter text. |
| Validity of Quotation - 90days |  |  | Click or tap here to enter text. |
| Payment terms- 30 calendar days after 100% |  |  | Click or tap here to enter text. |
| Other requirements [pls. specify] |  |  | Click or tap here to enter text. |

|  |  |
| --- | --- |
| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised  Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |

1. [Vendor Information Sheet.xlsx](https://iomint.sharepoint.com/:x:/t/ManilaSupplyChainUnit/EcdiXZEFetxEl29DHqMnNLgBnUvABCGiNC-UMMSpf4ddXQ?e=IBVJfN) [↑](#footnote-ref-2)
2. This form is mandatory to fill in and sign by every vendor who submits quotation [↑](#footnote-ref-3)