**Malteser International**

**Country Coordination Office**

**Plot No: 445 Kololo Road 3k South**

**Tong Ping, Juba Town**

**Juba, South Sudan**

**22 September 2023**

**Request for Quotation**

**RFQ\_YEI\_2023\_0127**

For supply and delivery of drugs for PHCUs to Yei County Hospital in Yei

1. Annex 1: Specification of Bidding
2. Annex 2: Bill of Quantity

We look forward to receiving your quotations by **29 September 2023 at or before 12 pm** via E-mail to**:** [**mb.procurement-juba@malteser-international.org**](mailto:mb.procurement-juba@malteser-international.org).

Please write in the Subject line of your email with quotation: **RFQ\_YEI\_2023\_0127 for drugs**

Thank you for your cooperation.

With regards,

|  |  |  |
| --- | --- | --- |
| Text  Description automatically generated |  | Nermin Silajdzic  Country Logistics and Security Coordinator Plot No. 246 Block 3k South 2nd Class- Behind Indian Embassy, Tong Ping  Central Equitorial State, Juba, South Sudan M: +211 (0) 911 746 963 · M: +211 (0) 924 767 949 [nermin.silajdzic@malteser-international.org](mailto:nermin.silajdzic@malteser-international.org) · Skype: nsilajdzic [www.malteser-international.org](http://www.malteser-international.org/) Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726 Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau, Douglas Graf Saurma-Jeltsch, Verena Hölken |
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# A. SPECIFICATION OF QUOTING

Related to our advertised RFQ\_YEI\_2023\_0127MI herewith calls for quotations for supply and delivery of drugs for PHCUs to Yei County Hospital in Yei.

Under the following reference number: MI project number: 1400-JUB.

# Description of the organization and its activities

Malteser International is the international humanitarian relief agency of the Sovereign Order of Malta. For over 60 years we provide relief and recovery for people during and following conflicts and disasters around the world. Christian values and humanitarian principles form the foundations of our work. In over 30 countries in Africa, the Americas, Asia and the Middle East, we support people in need – regardless of their religion, origin or political convictions.

Malteser International has been working in the geographic area of today’s South Sudan since 1996. MI implements a multi-sectoral program including Food & Nutrition Security, Livelihoods, WASH, health and peaceful conflict resolution. This includes activities such as agricultural trainings, cash distributions, food for education and access to water, sanitation and hygiene. The program is aiming to increase its work with local partner organisations in order to optimise its sustainability. Furthermore, MI applies a participatory, gender sensitive and inclusive approach in its programming. As of today, MI maintains its country office in Juba while operating a program office in Wau and project offices in Uyujuku and Yei.

**Objective of RFQ:** In accordance with the overall targets of above-mentioned operations, MI plans to order quotations for supply and delivery of drugs for PHCUs to Yei County Hospital in Yei.

The technical specifications and conditions of the quoting process are described below in the Specification of Quoting and in the Annex 2: Bill of Quantity which are part of this RFQ.

Companies are invited to present quotations complying with the requirements here below specified.

# Quotations Presentation

The quotation shall be received via E-mail to**:** [**mb.procurement-juba@malteser-international.org**](mailto:mb.procurement-juba@malteser-international.org) on **29 September 2023 at or before 12pm**

* The quotation shall be written in English
* The offer should be valid for **60 days after the deadline**
* The format BOQ can be used or a separate one depending on supplier’s choice.

# General conditions

* The quotation shall be typed or written and signed on each page by the legal representative of the supplier,
* The winning company might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
* The prices of the quotation will be expressed in United States Dollars. The prices must be on unit price basis,
* The prices will be considered fixed whereas MI will not process Tax exemption. No additional change of whatsoever nature and type will be accepted by MI,
* MI reserves the right to accept or reject all quotations depending on prevailing condition at the time.

# Technical specification

# For supply and delivery of drugs for PHCUs to Yei County Hospital in Yei

|  |  |  |
| --- | --- | --- |
| No | Description of drugs | Unit pack |
| 1 | ALBENDAZOLE 200mg Chewable Tablet, Blisterpack | Tablet |
| 2 | AMOXICILLIN 250mg Capsule | Capsule/Tablet |
| 3 | AZITHROMYCIN 250 mg Tablet, Blisterpack | Tablet |
| 4 | CIPROFLOXACIN 500mg Tablet | Tablet |
| 5 | CO-TRIMOXAZOLE 400mg+80mg Scored Tablet | Tablet |
| 6 | FERROUS SULPHATE 200mg + FOLIC ACID 0.25mg | Tablet |
| 7 | FLUCONAZOLE 100mg Tablet | Tablet |
| 8 | HYOSCINE BUTYLBROMIDE 10mg Tablet, Blisterpack | Tablet |
| 9 | METRONIDAZOLE 200mg Tablet | Tablet |
| 10 | MULTIVITAMIN film coated Tablet | Tablet |
| 11 | PARACETAMOL 500mg, double scored Tablet | Tablet |
| 12 | SALBUTAMOL 4mg Tablet, Blisterpack | Tablet |
| 13 | ZINC SULPHATE dispersable 20mg Tablet, Blisterpack | Tablet |
| 14 | AMOXICILLIN, dry powder for suspension 250mg/5ml Bottle/100 ml | Bottle |
| 15 | AZITHROMYCIN 200 mg/5 ml suspension 200 mg/5ml Bottle/15 ml | Bottle |
| 16 | PARACETAMOL Suspension, 120mg/5ml, 60ml Bottle | Bottle |
| 17 | GENTAMYCIN Eye/Ear drops, 0,3 % 10ml bottle | Bottle |
| 18 | TETRACYCLINE eye ointment 1% 5g tube | Tube |
| 19 | POVIDONE-IODINE 10% B/200ml | Bottle |
| 20 | Benzyl penicillin injection | Vail |
| 21 | Ceftrixone 1g injection | Vail |
| 22 | ARTESUNATE + AMODIAQUINE (Toddlers) 50mg + 135mg [WHO pre-qualified FDC] | Blister |
| 23 | Arthemeter 20mg +Lumefatrine 120mg | Tablet |
| 24 | Symphilis test stripe | Strips |
| 25 | COTTON WOOL Absorbent EP/BP 500g Roll | Roll |
| 26 | GLOVES Examination latex Non-sterile Large Disposable P/100 | Piece |
| 27 | BANDAGE Gauze Hydrophilic w.o.w.7.5cmx 10m Roll | Roll |
| 28 | Blood Pressure machine | Piece |
| 29 | Stethoscope | Piece |
| 30 | Thermometer Digital | Piece |
| 31 | Transport of the above drugs from Juba to Yei | Trip |

# Validity of quotations

Each supplier is bound to the quotation submitted for a period of 60 days from the deadline for submission of quotation.

# Language of quotations

All quotations, official correspondence between companies and MI, as well as all documents associated with the tender request will be in English.

# Submission of quotations

All quotations must conform to the following conditions:

# Each quotation must have received via E-mail to: [mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org) on 29 September 2023 at or before 12:00pm.

# Content of quotations

All submitted quotations must conform to the requirements mentioned in the RFQ. Furthermore, they must include the following documents:

**Part 1 - Quotation:** A quotation for supply and delivery of drugs for PHCUs to Yei County Hospital in Yei. The format BOQ can be used or a separate one depending on supplier’s choice. Additional sheets may be attached for further details.

**Part 2 - Legal documents**

* Copy of the company’s certificate of incorporation,
* Copy of Chamber of Commerce registration,
* Copy Tax Identification Certificate,
* Copy of Certificate of Operation,
* Average turnover in the last 2 years,
* Company’s Bank Statement of last three months,
* Company’s official address,
* Bank account details (where money would be paid),

# Ownership of quotations

MI reserves/funds ownership of all quotations received. As a consequence, bidders will not be able to stipulate requirements that their quotations are to be returned.

1. **Opening of submitted quotations**

The quotation will be opened on 29 September 2023 in MI Office in Juba, South Sudan, by the Evaluation Committee. The selection process will be recorded in writing by the Evaluation Committee.

# Quotations evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications, quality standards, availability of drugs in stock and technical capacity to deliver. The work will be awarded to the winning bidder according to the timetable mentioned above.

1. **Exclusion criteria**

**The following are exclusion criteria:**

1. **Not submitted the following company registration documents in South Sudan:**
   * 1. **Copy of the company’s certificate of incorporation,**
     2. **Copy of Chamber of Commerce registration,**
     3. **Copy Tax Identification Certificate,**
     4. **Copy of Certificate of Operation,**
2. **Not bided according to the specification and**
3. **Mathematical error of total bided price >±2 %.**
4. **Specific Technical and Financial Evaluation Criteria to standards:**

* Evaluation of quotations and justification basing on responsiveness of the selected supplier by internal committee,
* Contract Agreement will directly be issued to the selected supplier upon approval.

1. **Terms of payment**

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

* Payment ten days upon received invoices from the Contractor.

**Annex 2: Bill of Quantity**

For supply and delivery of drugs for PHCUs to Yei County Hospital in Yei

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Description of drugs | Unit pack | No of unit packs | Unit price USD | Total USD |
| 1 | ALBENDAZOLE 200mg Chewable Tablet, Blisterpack | Tablet | 15,000 |  |  |
| 2 | AMOXICILLIN 250mg Capsule | Capsule/Tablet | 15,000 |  |  |
| 3 | AZITHROMYCIN 250 mg Tablet, Blisterpack | Tablet | 10,000 |  |  |
| 4 | CIPROFLOXACIN 500mg Tablet | Tablet | 20,000 |  |  |
| 5 | CO-TRIMOXAZOLE 400mg+80mg Scored Tablet | Tablet | 50,000 |  |  |
| 6 | FERROUS SULPHATE 200mg + FOLIC ACID 0.25mg | Tablet | 20,000 |  |  |
| 7 | FLUCONAZOLE 100mg Tablet | Tablet | 7,500 |  |  |
| 8 | HYOSCINE BUTYLBROMIDE 10mg Tablet, Blisterpack | Tablet | 15,000 |  |  |
| 9 | METRONIDAZOLE 200mg Tablet | Tablet | 100,000 |  |  |
| 10 | MULTIVITAMIN film coated Tablet | Tablet | 10,000 |  |  |
| 11 | PARACETAMOL 500mg, double scored Tablet | Tablet | 15,000 |  |  |
| 12 | SALBUTAMOL 4mg Tablet, Blisterpack | Tablet | 15,000 |  |  |
| 13 | ZINC SULPHATE dispersible 20mg Tablet, Blisterpack | Tablet | 15,000 |  |  |
| 14 | AMOXICILLIN, dry powder for suspension 250mg/5ml Bottle/100 ml | Bottle | 1,000 |  |  |
| 15 | AZITHROMYCIN 200 mg/5 ml suspension 200 mg/5ml Bottle/15 ml | Bottle | 1,000 |  |  |
| 16 | PARACETAMOL Suspension, 120mg/5ml, 60ml Bottle | Bottle | 2,000 |  |  |
| 17 | GENTAMYCIN Eye/Ear drops, 0,3 % 10ml bottle | Bottle | 1,000 |  |  |
| 18 | TETRACYCLINE eye ointment 1% 5g tube | Tube | 1,000 |  |  |
| 19 | POVIDONE-IODINE 10% B/200ml | Bottle | 50 |  |  |
| 20 | Benzyl penicillin injection | Vail | 3,000 |  |  |
| 21 | Ceftrixone 1g injection | Vail | 3,000 |  |  |
| 22 | ARTESUNATE + AMODIAQUINE (Toddlers) 50mg + 135mg [WHO pre-qualified FDC] | Blister | 5,000 |  |  |
| 23 | Arthemeter 20mg +Lumefatrine 120mg | Tablet | 3,000 |  |  |
| 24 | Symphilis test stripe | Strips | 1,200 |  |  |
| 25 | COTTON WOOL Absorbent EP/BP 500g Roll | Roll | 100 |  |  |
| 26 | GLOVES Examination latex Non-sterile Large Disposable P/100 | Piece | 10,000 |  |  |
| 27 | BANDAGE Gauze Hydrophilic w.o.w.7.5cmx 10m Roll | Roll | 1,500 |  |  |
| 28 | Blood Pressure machine | Piece | 10 |  |  |
| 29 | Stethoscope | Piece | 10 |  |  |
| 30 | Thermometer Digital | Piece | 10 |  |  |
| 31 | Transport of the above drugs from Juba to Yei | Trip | 1 |  |  |
|  |  |  |  |  |  |

On behalf of Malteser International:

22 September 2023

With regards,

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| --- | --- | --- |
| Text  Description automatically generated |  | Nermin Silajdzic  Country Logistics and Security Coordinator Plot No. 246 Block 3k South 2nd Class- Behind Indian Embassy, Tong Ping  Central Equitorial State, Juba, South Sudan M: +211 (0) 911 746 963 · M: +211 (0) 924 767 949 [nermin.silajdzic@malteser-international.org](mailto:nermin.silajdzic@malteser-international.org) · Skype: nsilajdzic [www.malteser-international.org](http://www.malteser-international.org/) Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726 Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau, Douglas Graf Saurma-Jeltsch, Verena Hölken |
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