

Malteser Hilfsdienst e. V., Malteser International, Erna-Schaeffler-Str. 2, 51103 Cologne, Germany

## **Annex 1: Specification of Bidding (SOB) – SOB\_REN\_2025\_0009**

Related to our advertised Invitation to Tender **ITT\_REN\_2025\_0009** Malteser International, herewith calls for tenders for supply of drugs

Under the following reference number:

Donor code:05

Project numbers: 01-1431

### **1. Description of the organization and its activities**

Malteser International, the worldwide relief agency of the Sovereign Order of Malta for humanitarian aid, has more than 50 years of experience in humanitarian relief and covers around 100 projects in some 20 countries in Africa, Asia and the Americas, annually. It provides aid in all parts of the world without a distinction of religion, race or political persuasion. Christian values and the humanitarian principles of impartiality and independence are the foundation of its work.

In South Sudan, Malteser International operates in Juba, Yei, Renk, Wau, and Uyujuku. In these locations, its activities include Health and Nutrition, Food Security and Livelihood, Water Sanitation and Hygiene and Health Programs.

#### **Objective of Invitation to tender:**

In accordance with the overall targets of above-mentioned operations, MI plans to procure drugs for Renk. The technical specifications and conditions of the quoting process are described below. Companies are invited to present tenders complying with the requirements below specified.

### **2. Tenders Presentation**

The tender shall be received via E-mail to: [mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org) by or before the submission deadline on **14<sup>th</sup> March 2025 at or before 12 noon**

- The tender shall be written in English.
- The subject line of the email shall be **SOB\_REN\_2025\_0009 Drugs**.
- The tender shall be submitted in **one email** including all documents as specified in 3 Content of tender
- The tender should be valid for **90 days after the deadline**.

### **3. Content of tender**

All submitted tenders must conform to the requirements mentioned in the specification of bidding. Furthermore, they must include the following documents:

#### **Part 1: Financial Proposal**

Bidders are requested to provide their financial quotation which includes all related costs until delivery to Malteser International.

#### **Part 2: Technical Proposal**

The Technical Proposal shall include but not be limited to the following:

- Product information for consignment
- Shelf life or Expiry dates minimum 24 months
- Manufacturing sites or Origin of supply
- Storage conditions along the supply chain
- Copy of Quamed registration

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### Part 3 - 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

### Part 4 – Supporting Documents

- Questionnaire for Tender (signed and stamped) – Annex 2
- Company's official address,
- Company's Financial Statement for the last three months,
- Bank account details (where money would be paid)
- Proof of a minimum of 3 current references (contact information of clients/INGOs under the same service)

### 4. General conditions

- The tender shall be typed or written and signed by the legal representative of the bidder
- 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 tender will be expressed in United States Dollars. The prices must be on a unit price basis,
- Malteser International reserves the right to accept or reject all tenders depending on the prevailing condition at the time.

### 5. Technical specifications

- The product(s) supplied shall be compliant with the WHO technical specifications
- The supplier shall ensure that the packaging materials shall be of good quality, and capable of providing adequate protection to the goods for carriage by air, sea, rail and/or road to final destinations countrywide, including remote locations.
- Storage conditions (temperature, pressure, humidity, etc.) shall be clearly stated.
- ISO and GMP certificate of the approved manufacturers from the country of origin

ID	Description of goods or services (Requirements should be clearly specified)	Quantity	Unit
1	Artesunate 120mg	1000	Vial
2	Diclofenac tab 50mg	200	Tabs
3	Diclofenac injection 75mg/100mg	100	Vial
4	Penguin suction	3	PCS
5	Ketoconazole cream	100	PCS
6	Vitamin B. complex injection	10	Vial
7	Omeprazole injection	50	Vial
8	Ultrasound gel	2	PCS
9	ALBENDAZOLE 200mg Chewable Tablet, Blister pack	10000	Tablet
10	AMOXICILLIN 250mg Capsule	6000	Capsule/Tablet

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11	CIPROFLOXACIN 500mg Tablet	10000	Tablet
12	CO-TRIMOXAZOLE 400mg+80mg Scored Tablet	10000	Tablet
13	FERROUS SULPHATE 200mg + FOLIC ACID 0.25mg	5000	Tablet
14	FLUCONAZOLE 100mg Tablet	3000	Tablet
15	HYOSCINE BUTYLBROMIDE 10mg Tablet, Blister pack	3000	Tablet
16	METRONIDAZOLE 200mg Tablet	10000	Tablet
17	MULTIVITAMIN film coated Tablet	5000	Tablet
18	PARACETAMOL 500mg, double scored Tablet	20000	Tablet
19	SALBUTAMOL 4mg Tablet, Blister pack	3000	Tablet
20	ZINC SULPHATE dispensable 20mg Tablet, Blister pack	5000	Tablet
21	AMOXICILLIN, dry powder for suspension 250mg/5ml Bottle/100 ml	5000	Bottle
22	AZITHROMYCIN 200 mg/5 ml suspension 200 mg/5ml Bottle/15 ml	2000	Bottle
23	METRONIDAZOLE, (dry powder for syrup) suspension 200mg/5ml B/100ml	2000	Bottle
24	PARACETAMOL Suspension, 120mg/5ml, 60ml Bottle	6000	Bottle
25	GENTAMYCIN Eye/Ear drops, 0,3 % 10ml bottle	500	Bottle
26	TETRACYCLINE eye ointment 1% 5g tube	1000	Tube
27	ARTESUNATE + AMODIAQUINE (Adult) 100mg + 270mg [WHO pre-qualified FDC]	3000	Blister
28	ARTESUNATE + AMODIAQUINE (Child) 100mg + 270mg [WHO pre-qualified FDC]	2000	Blister
29	ARTESUNATE + AMODIAQUINE (Toddlers) 50mg + 135mg [WHO pre-qualified FDC]	2000	Blister
30	ARTESUNATE + AMODIAQUINE (Infant) 25mg + 67.5mg [WHO pre-qualified FDC]	2000	Blister
31	COTTON WOOL Absorbent EP/BP 500g Roll	50	Roll
32	GLOVES Examination latex Non-sterile Large Disposable P/100	10000	Piece
33	ORS	3000	Sachets
34	Quinin 300mg tablet	1000	Tablet
35	Sulphadoxine +Pyrimethamine	1000	Tablet
36	Omeprazole caps 20mg	2000	Capsule
37	Ibuprofen 400mg	3000	Tablet
38	Ibuprofen Syrup	500	Bottle
39	Anti acid Tabs	2000	Tablet
40	Ceftriaxone 1g inj	2000	Vial
41	Benzylpenicillin inj	1000	Vial
42	Ciprofloxacin 500mg/100ml infusion	500	Bottle
43	Tramadol 50mg/2ml inj	50	Ample
44	Povidone Iodine 10% 500ml	10	Bottles
45	Urinary catheter siz 18G	50	Pieces
46	Urinary bags	50	Pieces

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47	Zinc oxide plaster 7.5 cm	500	Roll
48	Amoxicillin 500mg	10,000	Capsule
49	Crepe bandage 7.5 cm	50	Roll
50	Cefixime 200mg tab	1,000	Tablet
51	Dexamethasone 4mg inj	200	Ample
52	Metronidazole 500mg infusion	500	Bottle
53	Ringer lactate infusion	1,500	Bottle
54	Normal Saline infusion	1,000	Bottle
55	Carbamazepine 200mg tab	5,000	Tablet
56	Azithromycin 250mg	2,000	Tablet
57	Amlodipine 5mg	100	Tablet
58	Amlodipine 10mg	100	Tablet
59	Erythromycin 500mg	1,000	Tablet
60	Spironolactone 25mg	2,000	Tablet
61	Furosemide 40mg	2,000	Tablet
62	Hyoscine 10mg inj	200	Ample
63	Syringe 2ml	500	Piece
64	Syringe 5ml	500	Piece
65	Syringe 10ml	500	Piece
66	Vitamin B6 injection	50	Ample
67	Hydrocortisone 100mg injection	100	Vial
68	Dextrose 10% 500ml	100	Bottle
69	DNS (Dextrose with Saline) 500ml	50	Bottle
70	Vitamin K injection	20	Ample
71	Phenobarbitone injection	10	Ample
72	Caffeine citrate injection	25	Ample
73	Furosemide injection	50	Ample
74	Paracetamol infusion	100	Bottle
75	Erythromycin Syrup	100	Bottle
76	Ampiclox syrup	100	Bottle
77	Salbutamol nebulizer 2.5mg	5	Pkt
78	Hand sanitizer	10	Piece
79	Sterile Gauze	5	Boxes
80	NG tube size 6G and 8G (15/each)	30	Tube

## 6. Ownership of the tender

Malteser International reserves ownership of all tenders received. Therefore, bidders will not be able to stipulate requirements that their tenders are to be returned.

## 7. Opening of the tender

The tenders will be opened on 18<sup>th</sup> March 2025 in MI Office in Juba, South Sudan, by the Evaluation Committee. The selection process will be recorded in writing by the Evaluation Committee.

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## 8. Tender Evaluation and Method

Tenders shall be evaluated according to the following procedure:

Firstly, tenders shall be checked on compliance of legal documents and evaluated on following exclusion criteria:

1. **Not submitted legal documents as specified at 3. Content of Tender**
2. **Not bided according to the specifications**
3. **Not submitted within the deadline**
4. **Non availability of GMP certificate from country of origin**

Secondly, tenders found to be compliant and fulfilled exclusion criteria will be evaluated by an internal evaluation committee through an evaluation tender analysis using the following selection criteria, which include both technical and financial criteria:

- **Financial Proposal**
- **Documented drug supply Experience (at least 5 years of service to non-governmental organizations)**
- **Origin of supplies**
- **Delivery lead time**
- **Registration with Quamed**

The selection criteria mentioned are to be weighed (%) and for each of the eligible tender ratings from 1-5 of the selection criteria will be applied from the internal evaluation committee according to project needs. The result of the analysis is an overall score, that determines the further selection and award of the tenders.

Furthermore, the evaluation committee reserves the right to make a final decision and award a contract based on a physical visit, thus bidders are encouraged to be available for visits.

The set criteria shall be used to determine the most economically advantageous tender for contract award:

- a. The bidder's initial proposal should contain the tender's best terms from a cost or price and technical standpoint.
- b. If tenders are determined to be equivalent based on the selection criteria, price could then become the deciding criterion for award.
- c. Bidders are forewarned that an acceptable proposal with the lowest price may not be selected if award to a higher-priced proposal affords Malteser International a greater overall benefit,
- d. Malteser International will favorably evaluate a schedule, which shows earlier completion than Malteser International's required time frame. The Bidder's innovative approaches to accomplish early completion are encouraged.

## 9. Agreement and Payment Terms

- Evaluation Tender Analysis and justification based on responsiveness of the selected bidder by internal committee
- Contract Agreement will directly be issued to the selected contractors upon approval.
- The payment will be done in United States Dollar by bank transfer or cheque as specified below. Payment will be made within ten days upon receipt of invoices for the completed Service.

**Bidders, who will not receive any notification from MI one month after the deadline of the ITT, should consider themselves unsuccessful in the procurement process.**