



Date: January 23, 2020

REQUEST FOR QUOTATION
RFQ N° UNFPA/MNG/RFQ/20/001

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following items:

Item N°	Product Name	Unit of Measure	Quantity	Delivery schedule from the date of contract
1	Defibrillator	Each	3	In 10 weeks
2	UV Lamp /Quarts light/	Each	11	
3	Delivery bed	Each	5	
4	Fully automatic blood coagulometer	Each	2	

This Request for Quotation is open to all legally constituted companies that can provide the requested products and have legal capacity to deliver in the country, or through an authorized representative. Please refer to the ANNEX II to find detailed technical specifications and requirements.

I. About UNFPA

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.

UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: [UNFPA about us](#)

II. Questions

Questions or requests for further clarifications should be submitted in writing to the contact person below:

Name of contact person at UNFPA: *B.Tsetsenbaatar*
Tel N°: *+976 – 11 353503*
Email address of contact person: [*batsuuri@unfpa.org*](mailto:batsuuri@unfpa.org)

The deadline for submission of questions is Wednesday, January 29, 2020, 15:00 (GMT+8). Questions will be answered in writing and shared with all parties as soon as possible after this deadline.

III. Content of quotations

Quotations should be submitted in a single e-mail whenever possible, depending on file size. Quotations must contain:

- a) Technical proposal, in response to the requirements outlined in the ANNEX II.
 - The bidder shall be required to quote for all items
 - The bidder shall have at least 2 years of proven experience in providing similar service or goods to the Government organizations and International Agencies

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- The bidder shall have all required certificates and licenses to import and supply the requested goods in Mongolia
- b) Price quotation, to be submitted strictly in accordance with Price Quotation Form.

Both parts of the quotation must be signed by the company's relevant authority and submitted in PDF format.

IV. Instructions for submission

Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, are to be sent by e-mail to the contact person indicated below no later than: **Monday, February 3, 2020, 18:00 (GMT+8)**.

Name of contact person at UNFPA: B.Tsetsenbaatar
Email address of contact person: procurement@unfpa.org.mn

Please note the following guidelines for electronic submissions:

- The following reference must be included in the email subject line: **RFQ N° UNFPA/MNG/RFQ/20/001 – Laboratory equipment**. Proposals that do not contain the correct email subject line may be overlooked by the procurement officer and therefore not considered.
- The total e-mail size may not exceed **20 MB (including e-mail body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.

V. Overview of Evaluation Process

Quotations will be evaluated based on the compliance with the technical specifications and the total cost of the goods (price quote).

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated for technical compliance prior to the comparison of price quotes.

VI. Award

UNFPA shall award a Purchase Order to the lowest priced bidder whose bid has been determined to be substantially compliant with the bidding documents.

VII. Right to Vary Requirements at Time of Award

UNFPA reserves the right at the time of award of Contract to increase or decrease by up to 20% the volume of goods specified in this RFQ without any change in unit prices or other terms and conditions.

VIII. Payment Terms

UNFPA payment terms are net 30 days upon receipt of shipping documents, invoice and other documentation required by the contract.

IX. Delivery Terms

- All items are to be delivered to the address specified below in 10 weeks from the order.
- Delivery location by items:

Item N°	Product Name	Unit of Measure	Quantity	Delivery location
1	Defibrillator	each	3	Provincial Health department, Dalanzadgad soum, Umnugobi province
2	UV Lamp /Quarts light/	each	11	
3	Delivery bed	each	5	



4	Fully automatic blood coagulometer	each	1	Intersoum Hospital, Khanbogd soum, Umnugobi province
		each	1	Intersoum Hospital, Tsogtsetsii soum, Umnugobi province

Note: Detail address of the recipients will be given to the selected supplier upon signing the contract
International deliveries are to be made CPT including off-loading of vehicle and carrying the items inside the building to the indicated floor. Note that even though UNFPA is exempt from income taxes, the goods would have to go through the customs clearance procedure. The cost of carrying out the customs clearance, if any, should be included in the delivery cost.

X. Fraud and Corruption

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA's Policy regarding fraud and corruption is available here: [Fraud Policy](#). Submission of a proposal implies that the Bidder is aware of this policy.

Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive Director and with the UNFPA Ethics Advisor as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives' agents and assignees of the vendor; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA's list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at [UNFPA Investigation Hotline](#).

XI. Zero Tolerance

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: [Zero Tolerance Policy](#).

XII. RFQ Protest

Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Head of the Business Unit, Ms. Kaori Ishikawa at kishikawa@unfpa.org. Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Procurement Services Branch at procurement@unfpa.org.

XIII. Disclaimer

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).



PRICE QUOTATION FORM

Name of Bidder: *Please write full name of the organization*
Date of the quotation: *Click here to enter a date.*
Request for quotation N°: UNFPA/MNG/RFQ/20/001
Currency of quotation: MNT
Delivery time *(weeks from receipt of order till dispatch)* *Please indicate delivery time here*
Incoterms CPT
Validity of quotation: *Please indicate validity of quotation here*
(The quotation shall be valid for a period of at least 3 months after the submission deadline.)

Quoted rates must be exclusive of all taxes, since UNFPA is exempt from taxes.

Price Quotation Form

Item	Product Name & Description	Quantity	CPT price/unit	Total CPT price
1				
2				
3				
4				
	GRAND TOTAL			

Vendor's Comments:

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/MNG/RFQ/19/001 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

Please write the name and title of the authorized person and sign

Click here to enter a date.

Name and title

Date and place

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**ANNEX I:
General Conditions of Contracts:
De Minimis Contracts**

This Request for Quotation is subject to UNFPA's General Conditions of Contract: De Minimis Contracts, which are available in: [English](#), [Spanish](#) and [French](#)

A handwritten signature or mark is located in the bottom right corner of the page.

**ANNEX II:
 Technical specifications**

Item N°	Product Name	Product Description / Technical specification	Unit of Measure	Quantity
Item 1	Defibrillator	<p>A portable electronic device designed to automatically detect cardiac arrhythmia (ventricular fibrillation / pulseless ventricular tachycardia) in a sudden cardiac arrest patient, and to audibly / visually instruct an operator to enable it to activate defibrillation of the heart or allow the operator to decide when to activate defibrillation based on its electrocardiogram (ECG) display. It is intended to be used by healthcare professionals (e.g., paramedics, medical staff) in healthcare settings. It consists of an external pulse generator and skin-adhesive electrodes to monitor the rhythm/deliver the shocks; it has internal non-rechargeable batteries that must be replaced when indicated.</p> <p><i>Classification according to 93/42 EEC: Class IIb</i> <i>Classification according to US FDA: Class III</i> <i>Labelling: Labelling shall meet the requirements described in the document IMDRF/GRRP WG/N52: 2019: Principles of labelling for medical devices and IVD medical devices. The language should be in English</i></p> <p><i>Norms: EN 60601-2-4:2010/AMD1: 2018: Medical electrical equipment - Part 2-4: Particular requirements for the basic safety and essential performance of cardiac defibrillators</i> <i>UNFPA Compliance to regulatory requirements: The device must have a market authorization in the USA (510k or PMA) or in the European Union (CE Mark)</i> <i>QMS of the manufacturing site: ISO 13485, or ISO 9001 or 21CFR820 (USA)</i></p> <p>Technical specification:</p> <ul style="list-style-type: none"> - Defibrillation waveform: Biphasic Truncated Exponential (Impedance compensated) - Manual and semi-automated operating modes - Voice prompts: Extensive voice prompts guide the user through the operation of the unit and CPR PACING Metronome - Energy: at least 220 Joules for adults and from 1 Joules for paediatrics - Charge time: Charge time to full energy to be < 10 sec - Charges in preparation for shock delivery, after which the operator activates the discharge - Power: approximately 12-14V - Capacity: At least 200 Shocks or at least 12 hours continuous operation - Discharge is through handheld paddles connected by extendable wires to the unit - ECG monitored through either separate pads or handheld defibrillation paddles - One (or two) set of reusable adult external paddles and one (or two) set for paediatric use 	Each	3

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		<ul style="list-style-type: none"> - Conductive area for paddles shall be >70cm² for adult, and >15cm² for paediatric - Cable length: approx. 48 inch (122 cm) - Displays and analyzes the ECG and advises the operator of patient state - ECG analysis time to be < 15 sec - Capable of discharging either directly or synchronized with ECG - Manual override function included - Self-test facility to be included - Automatic impedance compensation - External defibrillation discharging start control just only by pressing both buttons on the external paddles - Battery pack: Lithium/Manganese Dioxide; Disposable, recyclable, non-rechargeable - Standby life: 7 years - Crash resistant, dust-proof and washable carry case for the complete equipment <p><u>Display:</u></p> <ul style="list-style-type: none"> - High resolution colour LCD - Displayed parameters: - Lighted On/Off button - Indicators: “check pads”; “do not touch the patient”; “analyzing” - AED status LED - Heartbeat: 20 to 300bpm (±3 bpm) - Lighted Shock button - Indicator for power and battery state visible/ audible - Number of discharges to be displayed <p><u>Event Documentation:</u></p> <ul style="list-style-type: none"> - Internal event record: Critical ECG segments and rescue event parameters are recorded and can be downloaded to a removable data card - PC-based event review: ECG with event tag display, and audio playback when available - Removable storage: (optional) Up to 12 hours of ECG and event data storage (no audio option) or up to 2 hours of audio, ECG and event storage on a removable data card. Actual length of storage is dependent on card capacity <p><u>Additional accessories:</u></p> <ul style="list-style-type: none"> - 1 extra battery pack: Lithium/Manganese Dioxide; Disposable, recyclable, non-rechargeable - 1 x plastic enclosed Quick Reference Guide (step-by-step AED and CPR) - 1 x CD-ROM with training material - Instructions for assembly, use and maintenance in English, and Mongolian <p><u>Context-dependent requirements:</u></p> <ul style="list-style-type: none"> - Capable of being stored continuously in ambient temperature of 0 to 500 C and relative humidity of 15 to 90% - The necessary information shall be provided for the safe disposal of the battery pack (Lithium/Manganese Dioxide) - Language: English or Mongolian 		
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Item 2	UV Lamp /Quartz light/	<p>A maintenance contract must be submitted with the tender.</p> <ul style="list-style-type: none"> - Classification according to 93/42 EEC and US FDA: This is not a medical device, unless the manufacturer has put it on the market for a specific medical use - Labelling: The language should be in English - QMS of the manufacturing site: ISO 9001 <p><u>Technical specification:</u></p> <ul style="list-style-type: none"> - Structure: stainless steel trolley, arms fold back into the chamber base, easy to clean - Base: equipped with wheels with 360° motion - Adjustable lamp arm with 180° range of motion - Tubes: 2 UV-C quartz lamps, ozone-free - Tube power: $\geq 30 \text{ W} \times 2$ - Applicable static area: $\geq 30 \text{ m}^2$ - Voltage: $220 \text{ V} \pm 10\%$ - Frequency: $50 \text{ Hz} \pm 10\%$ - Input power: 180 VA - UV wavelength: 253.7nm - Equipped with a timer equipment with the time limitation of 0-120 min - Equipped with a motion sensor safety feature: the motion sensor stops the UV-C emission immediately if a movement is detected - Expected life span of the lamps: 9000 hours <p><u>Accessories:</u></p> <ul style="list-style-type: none"> - One pair of replacement lamp - Instruction for use in English and Mongolian 	Each	11
Item 3	Delivery bed	<ul style="list-style-type: none"> - Classification according to 93/42 EEC: Class I, the lowest risk classification - Classification according to US FDA: Class I the lowest risk classification - Labelling: Labelling shall meet the requirements described in the document; IMDRF/GRRP WG/N52: 2019: Principles of labelling for medical devices and IVD medical devices; The language should be in English <p><u>Frame:</u></p> <ul style="list-style-type: none"> - High resistance to corrosion - Variable height adjustable by a hydraulic pump from 60 to 90 cm - Epoxy tubular steel or epoxy coated with anti-rust treatment tubular steel - Adjustable feet: rubber or nylon - With comfortable anatomical leg rest adjustable in different positions <p><u>Mattress:</u></p> <ul style="list-style-type: none"> - High: 9-11 cm - All sections fit with padded mattresses, entirely detachable from the bed for easy cleaning - High-density polyurethane foam, density $\pm 30 \text{ kg/m}^3$ - Cover: plastic, flexible, highly tear resistant, anti-static, flame retardant, disinfectant and liquid proof, washable and removable via side zipper <p><u>Back section:</u></p> <ul style="list-style-type: none"> - Adjustable sitting angle by ratchet - Back section raised from the horizontal: $\geq 45^\circ$ 	Each	5

		<ul style="list-style-type: none"> - Back section lowered from the horizontal: $\geq 10^\circ$ <p><u>Seat section:</u></p> <ul style="list-style-type: none"> - Allows Trendelenburg's position $\geq 20^\circ$ and reversed Trendelenburg $\geq 8^\circ$ - Anatomical padded leg holder is height and width adjustable, set with robust clamps with heavy knob - Large stainless-steel sliding basin for liquid collection under the seat <p><u>Leg section:</u></p> <ul style="list-style-type: none"> - This section can be lowered and recesses entirely under the body section - When fully extended, both the body and leg section align to perfectly flat surface <p><u>Dimensions: l x w x h (approximately)</u></p> <ul style="list-style-type: none"> - Overall length: 190 cm - Back Section: 80 x 60 x 60-90 cm - Seat Section: 40 x 60 x 60-90 cm - Leg Section: 55 x 60 x 60-90 cm - Frame: 3 cm (outside, across), 2 cm (thickness) - Basin: 45 x 35 x 15 cm - Carrying capacity: 135-165 kg <p><u>Supplied with:</u></p> <ul style="list-style-type: none"> - Detailed step-by-step instructions for assembly and safe use, text-free pictorial based - 1 x complete set of tools required for assembly - 2 x leg holders, adjustable height and width - 2 x knee crutches, adjustable height and width - 1 x set fitting removable mattresses, back, seat and leg - 1 x 2 side handles <p><u>Packaging:</u></p> <ul style="list-style-type: none"> - One (1) unit per box 		
Item 4	Fully automatic blood coagulometer	<p>Devices that measure the clotting mechanisms of haemostasis; used primarily to detect clotting deficiencies related to thromboembolic disease, thrombocytopenia, impaired liver function, haemophilia, von Willebrand disease, and other conditions. They are also used to monitor the effect of drugs such as heparin, oral anticoagulants, and thrombolytic and antiplatelet agents on whole blood, as well as the effects of blood component therapy.</p> <ul style="list-style-type: none"> - Classification according to 98/79 EC: In-Vitro diagnostic medical device not classified (Not A, Not B, self-certification) - Classification according to US FDA: Class 2 In vitro diagnostic medical device - Labelling: Labelling shall meet the requirements described in the document; IMDRF/GRRP WG/N52: 2019: Principles of labelling for medical devices and IVD medical devices; The language should be in English - UNFPA Compliance to regulatory requirements: The device must have a market authorization in the USA (510k or PMA) or in the European Union (CE Mark) - QMS of the manufacturing site: ISO 13485, (or ISO 9001) or 21CFR820 (USA) <p><u>Technical specification</u></p> <ul style="list-style-type: none"> - Bench top model 	Each	2



		<ul style="list-style-type: none"> - Principle based on change in viscosity by electromagnetic clot detection system with steel ball oscillation or multi-wave lengths scanning and sample liquid-sensing technology - The instrument is to be able to perform clotting-based tests, chromogenic and immunologic tests simultaneously - Technology is insensitive to lipid, coloured, haemolysis and turbid particles - Minimum test menu available should include PT, APTT, Fibrinogen, TT, LA, All Factors, AT-III, Heparin, PC, PS, PLG, APCR, D-DI, FDP, VWF - It is able to calculate low levels of factors V, VIII, IX, VWF, PT, APTT, TT, Fibrinogen and weak clot - The instrument is able to use primary sample tube - Possibility of Auto Rerun and Auto Re-dilution of samples should be available - Flexibility to rerun, add a test or delete a test, handling of STAT samples at any time should be provided - Automatic dilution for samples and calibrators should be possible - Availability of 40 programmed and up to 80 Test methodologies should be provided - At least 80 sample positions with all STAT facility should be provided - Refrigerated reagent positions of a minimum of 30 all at 15°C should be available - Instrument works with third-party reagents - Instrument should have in-built Barcode reader for positive identification of samples and reagents i.e. name, stability, volume, position, etc. - Instrument is able to detect automatically positive sample and reagent positions - Instrument has data storage capacity of 600 patients including 12 results per patient - Multi-batch Q.C. Capacity on Levey-Jennings graphs should be available in the system - Provision for bidirectional LIS (laboratory information system) connectivity should be available - Results transferred to LIS as soon as test time is completed - Time for routine maintenance by personnel: <ul style="list-style-type: none"> • Daily: < 5 minutes • Weekly: < 15 minutes • Monthly: < 15 minutes - Onboard maintenance record <p><u>Computer, printer, software supply:</u></p> <ul style="list-style-type: none"> - Screen: LCD colour screen 15" - Software: Windows XP software interface - Host connection: Bi-directional /ASTM protocol/ - Barcode reader: Integrated, Scan plus model - Keyboard: Alphanumeric QWERTY or AZERTY type - Environment: +15 - +32 C; should be working stable - All the parts included for the installation <p><u>Manual:</u></p>		
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		<ul style="list-style-type: none"> - Technical guidance, manual and other materials in English and Mongolian languages - Logbook with instruction for daily, weekly, monthly and quarterly maintenance checklist <p><u>Training & Installation:</u></p> <ul style="list-style-type: none"> - On-site training and installation is required - Approximate number of training hours needed per technician: to be completed by the tender <p><u>Guarantee:</u></p> <ul style="list-style-type: none"> - At least 2 years <p><u>Maintenance:</u></p> <ul style="list-style-type: none"> - Annual service contract cost (24/7) 		
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