

Terms & Conditions for supplying the medical equipment, instrument and furniture for health post of Bardiya district. (Detail list of items provided in quotation format).

1. Product and Quantity

- Medical Equipment, instrument and furniture items are as per attached quotation format. Specifications will be provided through email based on the email received from potential venders.
- The quantity is also indicated in quotation format. The final quantity and items in the purchase order may differ from what indicated in the quotation format.
- Goods supplied should meet the official standards of the country of origin and meet the quality standards of the country of destination (Nepal). The goods should be of fair, sound quality as per the specification provided in quotation format.

2. Packing: Materials should be packed according to the packing list/project list provided at the time of placing the purchase order.

3. Delivery Conditions

Ultimate date of Delivery
Delivery Address

Within 15 days from the date of order placed
Geruwa Rural Awareness Association, Bardiya

Partial delivery is not allowed unless agreed by Procurement Committee.

4. Price: The price quoted must be in NPR to the final destination as specified under 'Delivery Conditions'. Supplier will bear the loading and unloading costs separately.

The prices quoted should specify the following separately:

- The unit price per equipment item in local currency i.e. NPR
- The transport cost in NPR for the materials is per trip by truck/actual by road transporting

The required applicable tax (VAT) must be indicated separately

5. Validity Period: All offers should remain valid until a year.

6. Quantity and Quality control

The chosen supplier is responsible for the quality and quantity of the commodities. The chosen supplier engages to provide the commodities for the tendered quality, packing and price.

7. Documents: A company must provide with its bid:

- Official company registration and renewal certificate
- Tax clearance certificate
- VAT registration
- ISO/CE/USFDA or any other quality assurance certificates as required in technical specification for each item
- Written statement confirming eligibility as per section 14 below

8. Payment

- Payment will be made by bank cheque i.e A/C Payee.
- The chosen supplier will only be paid for the amount of goods of which the quality and condition satisfy the requirements as per quality control conducted at the time of unloading at the destination.
- Payment will be made within 15 days after presentation of all the listed documents including written confirmation from the Consignee that goods were delivered in good order and condition at the final place of delivery.
- Payment will be made in NPR.
- The price mentioned in the bid should be fixed and free from possible currency fluctuations.

9. Contract Agreement

The successful bidder will be required to sign the contract within five (5) calendar days of being notified of the acceptance of their offer.

10. Award Criteria

- The contract will be awarded on the basis of best value for money. This means that not only the cost of goods and delivery will be taken in account but also other factors such as price, price/quality ratio, reliability, delay in delivery, previous experience, bidder's financial history, and recommendations or references.
- The final decision will be made based on review of bids received and procurement committee recommendations.
- Procurement committee may visit prospective suppliers or require other evidence to verify their ability to successfully handle the order and to confirm their compliance with the requirements set out in this invitation to tender before awarding the contract.

11. Ineligibility criteria: Tenderers falling into any of the following cases are excluded from participation in the procurement procedure:

- They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- They have been convicted of an offence concerning their professional conduct by a judgement that has the force of res judicata;
- They have been guilty of grave professional misconduct proven by any means that the contracting authority can justify;
- They have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- They have been the subject of a judgement that has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- They are engaged in the exploitation of child labour
- They do not respect their employees' basic social rights and working conditions.

12. Grounds for Exclusion : Contracts shall not be awarded during the procurement procedure to candidates or tenderers who,

- Are subject to a conflict of interest;
- Are guilty of misrepresentation in supplying the information required by the humanitarian organisation as a condition of participation in the contract procedure or fail to supply this information.
- Have engaged in corrupt, fraudulent, collusive or coercive practices.

13. Tender Conditions and Process

- All bids should be sealed; they should clearly specify whether all of the above conditions will be accepted. Bids which are not or only partly in conformity with the tender terms and conditions risk to be excluded from participation.
- All bids should be submitted to this address:

Geruwa Rural Awareness Association
Central office: Balmandir Tole, Gulariya- Bardiya (084-420087)

- Bids should reach Geruwa office or via email no later than 27 October 2021.
- The committee reserves the right to accept or reject wholly or partially or all of quotations without declaring any reason, whatsoever.

14. Bid Opening, Evaluation and Notification of Award.

- Bids will be opened by the Procurement Committee (including Suppliers representatives) on 28 October 2021 in Geruwa Central Office - Gulariya, Bardiya.
- While comparing the bids, the technical Proposal as specification of the Bidders will be given 60% weightage whereas the financial Proposal of the Bidders will be given 40% weightage.

- Comparative tables including all award criteria will be compiled, based on which the winning bid will be declared. Bidders will be informed no later than four days on the result of tender.