

REQUEST FOR PROPOSAL

FOR

THE SUPPLY OF OXYGEN SUPPLIES

AND

EQUIPMENT

Issuance date: 24th December 2021
Deadline date: 18th January 2022

RFP No: 062021

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1.0 ABOUT THIS RFP

The purpose of this Request for Proposal (RFP) is to invite suppliers to furnish proposals for the supply of a selected range of Oxygen supplies and Equipment to i+solutions in accordance with all applicable terms and conditions and the requirements defined in this RFP. The supplied Oxygen supplies and Equipment are for use in i+solutions global health supply chain programs key among which is the Global Fund (GF) funded Pooled Procurement Mechanism¹ project.

About the Global Fund

The Global Fund is a partnership designed to accelerate the end of AIDS, Tuberculosis and Malaria as epidemics. As an international organization, the Global Fund mobilizes and invests more than US\$4 billion a year to support programs to end the aforementioned epidemics. One of Global Fund's key tools is its Pooled Procurement Mechanism (PPM) which aggregates order volumes on behalf of participating grant implementers to negotiate prices and delivery conditions with manufacturers.

To support the implementation of PPM, the Global Fund works with a portfolio of Procurement Service Agents (PSAs)² including Stichting i+solutions, which has its registered office at Polanerbaan 11, Woerden, the Netherlands. Stichting i+solutions has recently been selected as a PSA to manage the sourcing, supply and delivery of Oxygen supplies and Equipment as part of the Global Fund's response to the COVID-19 pandemic.

Objective of the RFP

The overall objective of this RFP is to invite suppliers to furnish among others competitive prices, lead time, maintenance and warranty proposals for the selected range of Oxygen supplies and Equipment.

The successful suppliers from this RFP process will be given the awards to supply the Oxygen supplies and Equipment under i+ solutions' Long Term Agreement (i+ LTA) to the PPM project for one year subject to extension based on performance. i+solutions intends to allocate products and their respective volumes to the successful awarded suppliers during that period.

Given the need for installation training, service, maintenance and warranty for certain oxygen equipment, i+ solutions would prefer to work with suppliers that have either local or regional in country presence or partners to execute the supply of these categories to fully optimize the total costs of operation and ownership in the long term.

Suppliers responding to the RFP should complete;

- Pricing Template: Offered prices should be on EXW basis. In this template suppliers will also indicate the warranty period, annual service and maintenance costs plus spare parts for 5 years
- Lead Time schedule : Suppliers should include the lead time for their products in weeks

¹ <https://www.theglobalfund.org/en/sourcing-management/procurement-tools/#pooled-procurement>

² https://www.theglobalfund.org/media/8460/ppm_2020-11-01-procurement-service-agents-provisional-allocated-activities_list_en.pdf

- Conformance to specifications template for patient monitoring, Laryngoscope, Pulse Oximeter, Oxygen Analyzer, Suction Pump and Voltage Stabilizer
- Past performance and service and maintenance contacts
- Confidentiality agreement

i+solutions will consider supplier performance in determining awards to suppliers with in the contract period. We constantly assess suppliers on the parameters below and suppliers with poor performance will subsequently not receive allocations or awards.

Performance Criteria	KPI	Description	Target
Delivery	On Time In Full	% of POs fulfilled in correct quantity within promised INCO date	90%
Cost	Price Compliance	All products are invoiced at i+ LTA prices or less	100%
Customer Service	Order Confirmation	% of POs with Response Time within target of 7 days	95%
	Issue Resolution Time	% of operational issues resolved within agreed timelines	85%
Innovation	Innovation	Supplier presents innovative and creative supply chain solutions to increase performance across one or more KPI areas	>1
Quality	Quality Related Incidences	Products supplied are compliant with stated specifications 100% of time	0

Manufacturing site and product prequalification

i+solutions' Quality Assurance (QA) unit conducts a product qualification exercise for each of the Oxygen supplies and Equipment based on the i+ QA framework before it can be approved and procured. As such for this RFP, suppliers should quote prices for products that have been approved by any of the founding members of the Global Harmonization Task Force (GHTF) i.e. EU, USA, Canada, Australia and Japan. Vendors should submit proof of approval and ISO 13485 and other relevant certificates and product technical data sheet as part of their bid submission. General product specifications are attached in Annex F to guide suppliers on the additional quality documentation that needs to be submitted per item.

Confidentiality and Integrity

- Information relating to the evaluation of proposals, outcome of the RFP and recommendation of contract award(s) shall not be disclosed to Bidders or any other persons not officially concerned with such process. Bidders will be informed whether they have been given awards once the tender process is completed
- Any attempt by a Bidder to influence i+ solutions in the evaluation of proposals or contract award decisions shall result in the rejection of the Bidder's proposal; and
- i+ Solutions recognizes that some of the information requested is commercially sensitive and, at a Bidder's request, will execute a confidentiality agreement in Annex E. We request each bidder to attach a signed version of the Confidentiality Agreement along with your bid submission.

Should any bidder's stated capabilities demonstrated during the course of this RFP to provide the requirements be found to be misrepresented later during contract execution, i+solutions, at its sole discretion, will have the right to terminate any resulting agreement with immediate effect.

Estimated volumes

Table 1: Oxygen Consumables

S/N	Product Description	Quantity
1	Endotracheal tube, Size 3, uncuffed, Sterile	3000
2	Endotracheal tube, Size 3.5, uncuffed, Sterile	3000
3	Endotracheal tube, Size 6.5, cuffed, Sterile	5000
4	Endotracheal tube, Size 7, cuffed, Sterile	25000
5	Endotracheal tube, Size 7.5, cuffed, Sterile	25000
6	Endotracheal tube, Size 8, cuffed, Sterile	25000
7	Infusion giving set, with burette, sterile, single use	5000
8	Infusion giving set, sterile, single use	25000
9	Resuscitator, manual, adult, set (including mask and bag)	2500
10	Resuscitator, manual, neonate, set (including mask and bag)	300
11	Resuscitator, manual, child, set (including mask and bag)	300
12	Venturi mask and tubing, adult, single use	155000
13	Venturi mask and tubing, child, single use	15000
14	Oxygen Tubing, 2.1m, non-sterile	10000
15	Oxygen Tubing, 4.2m, non-sterile	10000
16	Oxygen Tubing, 7.6m (25ft), non-sterile	90000
17	Flowmeter stands (Flow splitter) for oxygen concentrator, 5 flowmeters	2500
18	Flowmeter, Thorpe tube, Back-pressure compensated, 0 – 3.5 LPM	2000
19	Flowmeter, Thorpe tube, Back-pressure compensated, 0 – 8 LPM	3000
20	Flowmeter, Thorpe tube, Back-pressure compensated, 0 – 5 LPM	3000

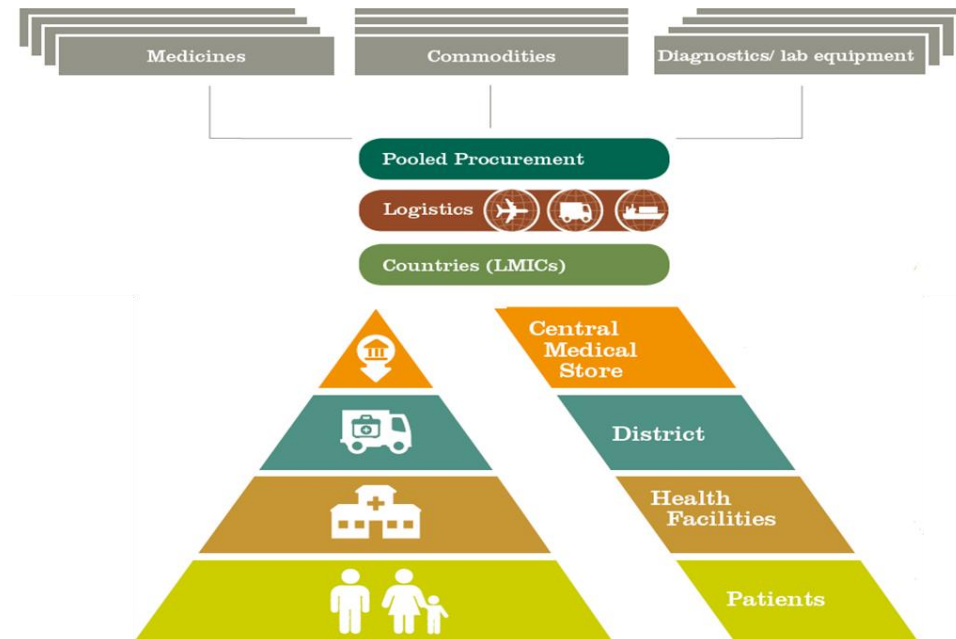
Table 2: Oxygen Equipment

S/N	Product Description	Quantity
1	Patient Monitoring, 6 Parameters with accessories	340
2	Laryngoscope, adult, child, set	1500
3	Laryngoscope Miller Conventional, Neonate, kit	100
4	Fingertip Pulse oximeter, battery-powered, with accessories	23000
5	Pulse oximeter, handheld, with accessories and probes	21000
6	Oxygen Analyzer, ultrasonic, handheld	300
7	Oxygen Analyzer, electrochem, handheld	100
8	Suction pump, surgical, 1 bottle, 1000ml, w/access	200
9	Suction pump, surgical, 2 bottle, 2000ml, w/access	200
10	Foot-operated, Suction pump	50
11	Voltage Stabilizer, 1 phase, 1kVA, solid state	1600

The estimated volumes for each of the items is provided to guide suppliers in providing competitive price proposals. These estimates are based on the most recent information available on demand. These estimates are not a representation of the quantities that will actually be required or ordered. To this effect, we welcome any form of pricing proposal including but not limited to volume discounts and/or volume based price bands.

2.0 BACKGROUND OF i+ SOLUTIONS

i+solutions is an independent, international, not-for-profit organization specializing in pharmaceutical supply chain management (SCM) in low and middle income countries. It is i+solutions' mission to build supply chains that are strong, reliable and ultimately self-sufficient, and support national health systems by using our technical expertise and knowledge. We strive for a world where no medical needs are being unmet.



As a procurement agent, we have a track record of buying high quality, generic medicines at the best possible price. As a supply chain specialist, we support low- and middle-income countries. Our consultants evaluate loopholes in national health systems and then develop intervention plans, which comprise training programs for healthcare providers, in-house supervision and other capacity-building projects.

i+solutions is characterized by a multicultural workforce with 56 employees from over 20 countries, representing great diversity in cultural background, country experience, technical and language skills. With extensive experience from within the industry, i+solutions' current staff include pharmacists, public health professionals, training experts, procurement specialists, capacity building advisors and logistics specialists.

i+solutions has its head office in the Netherlands and has a representative office in Nigeria, DRC and Burundi. i+solutions is ISO 9001-2015 certified. This certification covers i+solutions procurement and supply delivery services as well as technical support on project design, implementation and capacity building for low- and middle-income countries.

Visit our website for more information <http://www.iplussolutions.org/>

3.0 INSTRUCTION TO OFFERORS

A. Intention to submit an offer

If a firm intends to submit an offer, the firm shall notify i+solutions in writing not later than 3 business days before the deadline for submission of bidder's proposals.

B. Format

Endeavor to complete the templates in the formatting provided in Annexes A to E. Any changes in the formatting will render the quotation offered invalid. Please submit the requested quality and product documentation per item, thereby disclosing the manufacturing site.

C. Costs of offering

Offerors shall bear all costs associated with the preparation and submission of offers, and in no case will i+solutions be responsible or liable for other costs, regardless of the conduct or outcome of the tendering process.

D. Amendments (including extensions to the due date and time for submission of offers)

At any time prior to the due date and time for the submission of offers, i+solutions may alter the RFP by issuing written amendments. Any amendment thus issued shall become part of the RFP and will be sent to all known recipients of this RFP and posted on the i+solutions website. Offerors shall acknowledge receipt of any such amendment in their offer. To give prospective offerors reasonable time in which to take the amendment into account when preparing their offers, i+solutions may extend the due date and time for submission of offers.

E. Prices and lead time

Offered prices and lead time should be valid for 12 months from date of award and should be on an EXW basis; if proposed prices are other than EXW, transport charges must be specified separately (offered prices will be governed by the rules prescribed in the 2020 edition of incoterms published by the international chamber of commerce).

Offerors may choose to offer lower unit prices for higher volumes or business terms within the term of this RFP and subsequently contract. Please indicate the volumes or business terms to which the price reduction will apply. Please indicate the volumes or business terms to which the price reduction will apply

F. Payment terms

i+solutions intends to work only with suppliers that do not require multiple prepayments per transaction. As such, the payment terms for the project are 30 days after scheduled pick-up date (also known as the 'incodate') for consumables or the last milestone date i.e. installation and training for equipment.

Suppliers that are new to working with i+solutions and/or the Global Fund, will be given a grace period in which partial pre-payment of a maximum of 30% of the Purchase Order value can be requested. The grace period is set to last 90 days after the RFP submission date. The grace period has a maximum total order value of USD 500,000. If and when that total sum in Purchase Orders

has been reached, suppliers are required to accept payment term of 30 days after scheduled pick-up date (also known as the 'incodate').

The offered payment term will be part of the evaluation criteria, suppliers that offer a payment term of 30 days after pick-up or milestone date might be given preference in the award and volume allocation.

G. Currencies

Prices, rates and payments shall be stated in US dollars (\$) only.

H. Language

The offer as well as the correspondence and documents relating to the offer shall be in English.

I. Validity

Offers shall remain valid for 90 days from the due date of receipt of offers. In exceptional circumstances, prior to expiry of the original offer validity period, i+solutions may request that the offerors extend the period of validity for a specified additional period. Offerors agreeing to the request will not be required to otherwise modify their offer.

J. Timelines

a) Questions and Clarifications

A prospective offeror having any questions regarding this RFP can send their question(s) to tender@iplussolutions.org before the deadline as stipulated in the below schedule. All information gathered and shared during these sessions will be anonymized and answers shared with all Bidders.

b) Submission of offers

Offers to this RFP shall be sent electronically by email to tender@iplussolutions.org. The offers should be made in the templates in Annexes A to E. The closure date for submission of the offer(s) will be 18th January 2022. Offers received after closure date will **NOT** be considered. Any Proposal may be modified or withdrawn prior to the deadline. Any modification received after the deadline shall be deemed late and will **NOT** be considered.

Refer to the tender timetable below for time lines for each tender event.

Date	Time	Tender Event
23 rd December 2021	1700hrs CET	RFP release date
7 th January 2022	1700hrs CET	Deadline for request for clarifications on the RFP
12 th January 2022	1700hrs CET	i+solutions' response to requests for clarifications of RFP
18 th January 2022	1700hrs CET	Deadline for submission of bidder's proposals and possible comments on contract template and terms and conditions
8 th February 2022	1700hrs CET	Anticipated RFP award date
23 rd February 2022	1700hrs CET	Established Long Term contracts

K. Award Process

a) Right to Accept or Reject any or All Offers

i+solutions reserves the right to accept or reject any offer, or cancel this entire RFP or part of the RFP and reject all offers at any time without thereby incurring any liability to the affected offeror. Information relating to the examination, clarification, evaluation of responses shall not be disclosed to responders or any other persons not officially concerned with this process.

Any effort by the responder to influence i+solutions or any of its employees in the evaluation, bid comparison, may result in the rejection of the offer.

b) Clarification of Offers:

During evaluation of the offers, i+solutions may, at its discretion, ask for a clarification of the responses.

c) Negotiations

- Negotiations will be conducted fairly and with all offerors in the competitive range. An offer is in the competitive range unless it is technically inferior or out of line with regard to price that meaningful negotiations are precluded, or, that there is no possibility that it can be improved to the point where it becomes acceptable.
- Offerors that are not within the competitive range will be notified by i+solutions.
- Offerors that fail to provide the requested information in this RFP and are not falling within the competitive range will be notified by i+solutions

d) Notification to Unsuccessful Offerors

Upon issuance of an award, i+solutions will promptly notify each unsuccessful offeror. If, after an award is made, Offerors wish to ascertain the grounds on which their offer was not selected, they may address their request to tender@iplussolutions.org within two days after notification.

e) Contract type and Period of Performance

- The successful offeror (s) is expected to guarantee to i+solutions its lowest price for each contracted product such that in case the offeror will offer the same product to another client at more favorable conditions i.e. among others prices and lead time, those conditions will automatically apply to i+solutions.
- The Global fund code of conduct here https://www.theglobalfund.org/media/3275/corporate_codeofconductforsuppliers_policy_en.pdf and the i+ solutions contract terms and conditions as stipulated in the LTA will be applicable to the final awarded items and volumes.

L. Evaluation criteria and scoring

Evaluation of bids and scoring per item will be done as per the below listed evaluation and scoring criteria:

Knock-out criteria:

- Knock-out criteria 1: Technical capacity and documentation and conformance to specifications
Product offered adheres to the technical standards requested and all requested documentation to prove this has been submitted and approved by i+solutions QA
- Knock-out criteria 2: Payment terms
Vendor accepts payment after 30 days (possibly with the grace period as explained)
- Knock-out criteria 3: Past Performance
Supplier has supplied similar products to listed countries and has in country or regional service and maintenance contacts in place for equipment

Scoring:

Orders will be awarded on a product level, to the lowest priced compliant bidder for the consumables and the best Total Cost of Ownership for Equipment (considering warranty, service and maintenance costs and spare parts in addition to product costs)

For orders that exceed the capacity of the best priced suppliers to deliver the requested quantity within the requested timeframe, i+solutions will seek a tailor-made solution offering the best value for money for the client, weighing price and lead time on a case-by-case basis.

- 4.0 ANNEX A: PRICING TEMPLATE**
- 5.0 ANNEX B: LEADTIME SCHEDULE**
- 6.0 ANNEX C: CONFORMANCE TO SPECIFICATION REQUIREMENTS**
- 7.0 ANNEX D: PAST PERFORMANCE AND SERVICE AND MAINTENANCE CONTACTS**
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