  

**SUPPLY AND DELIVERY OF PROJECT MEDICAL CONSUMABLES AND DRUGS**

**PROJECT CO: AICS AID 012590/01/06**

**TENDER REF NO: CBM/01/2024/02**

**ALL BIDDERS ARE ADVISED TO READ CAREFULLY THIS TENDER DOCUMENT BEFORE MAKING ANY BID**

**CBM Christoffel-Blindenmission Christian Blind Mission e.V.**

Buluk Eye Centre,400 Meters South Ministry of Petroleum

Juba, South Sudan, Opposite Sudan Embassy

**Email: Info.SouthSudan@cbm.org**

**January 2024**

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SECTION I: GENERAL INSTRUCTIONS

CBM Christoffel-Blindenmission Christian Blind Mission e.V **is an international Christian disability and inclusive development organization whose primary purpose is to improve quality of life of the world’s poorest persons with disabilities and those at risk of disability, who live in the most disadvantaged societies.**

CBM in partnership with CUAMM, CORDAID & BULUK EYE CENTER received a 3 years funding from the Italian Cooperation to BRIGHT SIGHT project aimed improving access to Neglected Tropical Diseases (NTDs) prevention services and Eye Care services in Central Equatoria, Eastern Equatoria and Lakes States, South Sudan, in line with targets 3.3 and 3.8 of Sustainable Development Goal no. 3. The project started in October 2022 and expected to end by September 2025

**Each tenderer is required to provide all the information as per the tender document, clearly indicating the information required. CBM, on behalf of partners, will examine the documents for completeness and responsiveness as per the information provided.**

**The completed bid documents should be signed and initialed by Director or Senior Management of the firm/company and initialed on each page and signed and stamped on the last page.**

**As part of review process, the tender committee may request the tenderer for a site visit at its premises to view the items or invite the prospective firms for a presentation. The information provided by all tenderers shall be strictly confidential.**

SECTION II: INSTRUCTION TO BIDDERS

1. This invitation is open to all firms/companies dealing with supply of human medical supplies and equipment.
2. . The firm(s) are requested to apply based on specifications on lot 1- Medical consumables and drugs
3. The Tender document comprises of the below: -
   * Instructions to tenderers
   * Specifications and requirements
   * Schedule of items and price
   * Tender forms
4. The applicant is expected to examine all information, forms, terms and specifications in the tender document. Failure to meet all the requirements of the tender may result in the rejection of bid(s).
5. All questions on the tender document is to be directed to the tender committee in writing at [Info.SouthSudan@cbm.org](mailto:Info.SouthSudan@cbm.org) The committee will respond in writing to any request for clarification of the tender documents, which it receives not later than **five days** prior to the deadline for the submission of tenders.
6. The bidder shall indicate on the appropriate price schedule, unit prices and total tender price of the items proposed to sell.
7. Prices quoted by the bidder in **(USD)** shall be fixed during the tender validity period and not subject to variation.
8. CBM South Sudan is facilitating the tender process but the purchase orders and or contracts as well as payments shall be made by respective partners in the consortium.
9. All bid applications should be submitted in English language.
10. The tender shall remain valid for 90 days after tender application closes.
11. In exceptional circumstances, the committee may solicit the bidders consent to an extension of the period of validity. The request and the responses thereto shall be made in writing.
12. Tender application documents in pdf form to be submitted through the email, [Info.SouthSudan@cbm.org](mailto:Info.SouthSudan@cbm.org) between **1st February 2024 to 1st March 2023 at 5.00Pm. Applicants may also drop hard copy applications to address below:**

Procurement committee

CBM Christoffel-Blindenmission Christian Blind Mission e.V.

Buluk Eye Centre ,400 Meters South Ministry of Petroleum

Juba, South Sudan, Opposite Sudan Embassy,

South Sudan

**NB/: Any applications received after the aforementioned deadline shall not be accepted and or considered.**

1. No tender application shall be modified after expiry of the deadline for submission.
2. To assist in the examination, evaluation and comparison of bid, the tender committee may, at its discretion, ask the bidder for clarification(s) on tender documents submitted. The request for clarification and the response shall be in writing, and no change in the prices or specifications of the bid shall be sought, offered, or permitted.
3. Any effort by the tender applicant to influence the tender committee in its bid evaluation, comparison or contract award decisions may result in the rejection of the tenderer’s bid.
4. The tender committee will award the contract to the successful applicant whose bid is been determined to be substantially responsive and qualified to supply the items.
5. Notification of Award: Prior to the expiration of the period of tender validity, the tender committee will notify the successful bidder in writing.
6. Contacting CBM Employees: No bidder should contact any of CBM employees or partners on any matter relating to the bid, from the time of the tender opening to the time the contract is awarded. Any effort by the bidder to influence the tender committee in its decisions on tender evaluation, tender comparison, or contract award may result in the rejection of the application.

# SECTION III: SPECIFICATIONS AND REQUIREMENTS

**Technical Specifications**

1. Applicants are requested to submit Quotes with detailed specifications and expiry date for consumables as specified in the annex.
2. The bidder must clearly demonstrate that the items strictly comply with each specified requirement.
3. Deviations from the basic requirements, if any, shall be explained in writing alongside other bidding documents.

**General Requirement**

1. The quoted items will be supplied as quoted with operating manuals where applicable,
2. The bidding company must offer warranty and after sales service for the items.
3. The tender committee shall carry out inspection and tests for quality at bidder’s premises before supply and delivery where applicable and as necessary.
4. In case of defects or non-compliance with the specifications quoted, the buyer has the right to reject the items

**Legal and statutory documentation**

Please provide the following legal documentation in aid of further review of your tender: -

* + Certificate of Incorporation/Incorporation
  + Valid Tax Compliance Certificate
  + Audited financial accounts for two (2) years
  + Certificate from the Food and Drugs Authority

**Bid Evaluation criteria:**

1. Administrative – provision of legal and statutory documentations;
2. Responsiveness to all items as specified in bid documents annexes;
3. Lowest price within expected market price range;
4. Financial Capacity – Ability to pre finance the procurement as verified from financial statements and bank statement for past six months;
5. At least 3 years of supplying ophthalmic medical consumables and equipment- i.e. recommendations and or signed LPO’s of similar supplies from humanitarian agencies;
6. Delivery period – shortest delivery period preferred;
7. Terms of payment – net 30 days after delivery preferred. No advance payment;
8. Evidence that your source of supplies is from Internationally approved suppliers by the IAPB;
9. After sale service including Installation of equipment on site;
10. Able to provide a minimum of one-year warranty on any manufacturer’s faults;
11. At least 3 years of supplying ophthalmic medical consumables and equipment.

**NOTE:**

**The procurement committee decision on preferred vendor is final.**

**Bid application criteria:**

1. Filling the tender forms as specified in section IV of tender document,
2. Attach all necessary legal and statutory requirements,
3. Fill the price schedules and or quotes as specified in section V. One may qualify for both or separate lot.
4. Submit sealed document in confidence quoting Tender reference number on envelope or email subject to address as indicated above

**Expected tender contract**

Successful bidder will be eligible for supply and delivery of listed items as specified in the tender annexes for the entire project period up to 31st September 2025 or until the possible extension date with an estimated contract amount not exceeding USD. 271,760.00 with 10% possible variation.

# SECTION IV: TENDER FORMS

**Appendix 1: Confidential Business Questionnaire**

***Part 1 General***

Business Name………………………………………………………………………………

Location of business premises; Country/Town…………………………………………..

Plot No……………………. Street/Road……………………………………………………

Postal Address………………………..Tel …………………………………………………

No…………………………………………………………………………………………….

Fax No……………………………………………………………………………………….

E-mail…………………………………………………………..……………………………

Nature of Business……………………………………………………...............................

Current Trade License No…………………. Expiring date……………………………….

Maximum value of business, which you can handle at any time:

USD……………………………………………………………………………………………

Name of your bank………………………………………………………………………

Branch………………………………………………………………………………………

Account NO……………………………………………………………………………….

Account Name:…………………………………………………………………………..

**Part 2 (a) – Sole Proprietor**

Your name in full…………………………………………Age…………………………….

Nationality……………………………………Country of Origin…………………………

\*Citizenship details………………………………………………………………………….

**Part 2 (b) – Partnership**

Give details of partners as follows:

Name in full, Nationality, citizenship details and shares

1. ……………………………………………………………………………………………
2. ……………………………………………………………………………………………
3. ……………………………………………………………………………………………
4. ……………………………………………………………………………………………
5. ……………………………………………………………………………………………

**Part 2(c) - Registered Company**

Private or Public……………………………………………………………………………….

State the nominal and issued capital of the company –

Nominal SSD…………………………………………………………………………………..

Issued SSD……………………………………………………………………………………..

Give details of all directors as follows:

Name in full, Nationality, Citizenship Details and Shares

1. ………………………………………………………………………………………………..
2. ………………………………………………………………………………………………..
3. ………………………………………………………………………………………………..
4. ………………………………………………………………………………………………..
5. ………………………………………………………………………………………………..

Date…………………………Signature of Applicant………………………………

\*If South Sudanese, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration.

**Appendix 2: Declaration**

I/We………………………………………………………………..hereby declare:

1. That I/We are not insolvent/in receivership, bankrupt or being wound up, business activities not suspended/not subject to legal proceedings.
2. That I/We have legal capacity to enter into contract.
3. That I/We have fulfilled obligations to pay taxes
4. That if the legal, technical, financial position, or the contractual capacity of the firm changes, we commit ourselves to inform you and acknowledge your sole right to review the pre-qualification made.
5. That I/We understand that I/We shall be disqualified should the information submitted here for purpose of seeking qualification be materially inaccurate or materially incomplete.
6. That if shortlisted, I/we undertake to participate further in submission of any additional tender information as required.

Name…………………………………………………………………………………..

Designation………………………………………………………………………..

Signature……………………………………………………………………………

Official rubber stamp...…………………………………………………….

Date…………………………………………………………………………………..

**Appendix 4: Conflict of Interest and Code of Ethics**

CBM employees are not allowed to accept or agree to accept any money, gifts, or other benefit on behalf of themselves or anyone else, from a person or firm having dealings with the Organization.

The standard of conduct for all potential suppliers include the following:

1. Potential suppliers are required to refrain from offering, directly or indirectly, any gratuity, gifts, favors, entertainment to employees of CBM who may be in a position to influence the procurement decision.
2. Potential suppliers should declare relationships, if any, that could be termed as conflict of interest.

**Conflict of Interest**

Please give details of any conflict of interest that may exist between yourself and employee(s) of CBM as indicated below: -

1. Has any employee of CBM been your employee in the past one year?

If yes, please give details ……………………………………………………………………………………....………………….…………………………………………………………………….…………………………………………………………………………..............................

1. Do you have any family ties with any CBM employee(s) through spouse or immediate family?

If yes, please explain: ………………………………………………………………..……………………………………………………………………

………………………………………………………….……….…………………………………………………………………

1. Have you had past business dealings with any employee of CBM?

If yes, please give details: …………………………………………………………………………………………..……………………………………………

……………………………………………………………………………………………..…………………………………………

Do you have any relationships with an employee of CBM which may impede his/her independence or objectivity? ……………………………………………………………………………………….……………………………………………………………………………………….…………………………

I confirm that all the information given above is true. I understand that failure to comply with the code of ethics and conflict of interest policy will lead to disqualification of my application.

Name…………………………………………………………………………………………..

Designation……………………………………………………………………………..………

Signature………………………………………………..…………………………..………….

Official rubber stamp...……………………………………..……………………………….....

Date……………………………………………………..………………………..……………

**SECTION V SCHEDULE OF ITEMS**

# (A) SCHEDULE OF ITEMS AND PRICES –Lot 1 Medical Consumables.

# (B) SCHEDULE OF ITEMS AND PRICES –Lot 2 Medical Drugs

**Authorized Official:**

**Name**

**Signature**

**Date**

**Stamp**



SECTION VI: ANNEXES

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Serial** | **Items /Description** | **Specifications** | **Unit cost** | **Expiry period** | **Delivery period** |
| **Lot 1** | **Medical Consumables** |  |  |  |  |
| 01.01 | 10-0 Prolene suture double armed | Pack |  |  |  |
| 01.02 | 10-0 Vicryl Suture (Double Arm) 12mm RC | Piece (Pack of 12) |  |  |  |
| 01.03 | 10-0 Nylon, speculated 6mm needle, double armed | Pack |  |  |  |
| 01.04 | 10ml Syringe with needle | Piece (Box of 100) |  |  |  |
| 01.05 | 2ml Syringe with needle | Piece (Box of 100) |  |  |  |
| 01.06 | 4-0 Vicryl Suture (Double Arm) 12mm RC | Piece (Pack of 12) |  |  |  |
| 01.07 | 4-0 Black Braided Silk On needle, Superior Rectus 90metres | Piece |  |  |  |
| 01.08 | 5-Flourouracil injection | Vial |  |  |  |
| 01.09 | 5ml Syringes with needle | Piece |  |  |  |
| 01.10 | 6-0 Vicryl, sutures double ended on needle | Pack |  |  |  |
| 01.11 | 7-0 Vicryl Suture (Double Arm) 12mm RC | Piece (Pack of 12) |  |  |  |
| 01.12 | 9-0 Vicryl Suture (Double Arm) 12mm RC | Piece (Pack of 12) |  |  |  |
| 01.13 | 9-0 Nylon, spatulated 6mm needle, double armed | Pack |  |  |  |
| 01.14 | Adhesive tape (plaster) 10cm | Roll |  |  |  |
| 01.15 | Adhesive Plaster, large size, perforated surgical | Roll |  |  |  |
| 01.16 | Protective glasses (Post-operative) | Pairs |  |  |  |
| 01.17 | Cataract set | Complete Set |  |  |  |
| 01.18 | Safety Container for used syringes & needles, 5 L | Piece |  |  |  |
| 01.19 | Cotton Wool Absorbent EP/BP 500g Roll | Roll |  |  |  |
| 01.20 | Crescent Knife 2.5mm ISO Quality, Reflection free, Sterile Single Use, | Piece (Pack of 12) |  |  |  |
| 01.21 | Drug Dispensing Envelope, plastic, zip lock | Piece |  |  |  |
| 01.22 | Examination gloves medium | Piece (Pack of 100) |  |  |  |
| 01.23 | Examination metallic lamps | Piece |  |  |  |
| 01.24 | Fluorescein strips 1mg | Strip (Pack of 100) |  |  |  |
| 01.25 | Formalin 5l | Piece |  |  |  |
| 01.26 | Gauze roll Large - Ophthalmic - 90cm x 90 yards 1.5kg | Roll |  |  |  |
| 01.27 | Giving set G21 | Piece (Pack of 25) |  |  |  |
| 01.28 | Gloves Disposable Examination latex Non-sterile Large | Pairs (Pack of 100) |  |  |  |
| 01.29 | Hand sanitizers, 500ml | Bottle |  |  |  |
| 01.30 | Hyaluronidase 1,500 IU Injection, 1ml | Vial |  |  |  |
| 01.31 | Intraocular lens 21D | Pack |  |  |  |
| 01.32 | Intraocular lens 22D | Pack |  |  |  |
| 01.33 | Intraocular Lenses (Dioptres 19) | Piece |  |  |  |
| 01.34 | Intraocular Lenses dioptres 14 | Piece |  |  |  |
| 01.35 | intraocular lenses dioptres 16 | Piece |  |  |  |
| 01.36 | Intraocular lenses dioptres 18 | Piece |  |  |  |
| 01.37 | Intraocular lenses dioptres 19 | Piece |  |  |  |
| 01.38 | Intraocular lenses dioptres 25, | Piece |  |  |  |
| 01.39 | Intraocular lenses dioptres 27 | Piece |  |  |  |
| 01.40 | Intraocular lenses dioptres 30 | Piece |  |  |  |
| 01.41 | Intraocular Lenses (Dioptres 21) | Piece |  |  |  |
| 01.42 | Intraocular Lenses (Dioptres 22) | Piece |  |  |  |
| 01.43 | Intraocular Lenses (Dioptres 23) | Piece |  |  |  |
| 01.44 | Iodine povidone 10% solution, 200ml bottle | Bottle |  |  |  |
| 01.45 | Keratome 3.2mm ISO Quality, Reflection free, Sterile Single Use, Aurosleek Pack of 12 | Piece (Pack of 12) |  |  |  |
| 01.46 | Microlance Standard Needle 25g x 3/4" (0.4mmx19mm) For Single Use Only | Piece |  |  |  |
| 01.47 | Microlance Standard Needle 27g x 3/4" (0.4mmx19mm) For Single Use Only | Piece |  |  |  |
| 01.48 | Needles 23G | Piece (Pack of 100) |  |  |  |
| 01.49 | Needles 30G | Piece (Pack of 100 |  |  |  |
| 01.50 | Ophthalmic plasters | Piece |  |  |  |
| 01.51 | Pilocarpine Hydrochloride (carbachol) intracameral injection | Ampoule |  |  |  |
| 01.52 | Polyfresh | Dropper |  |  |  |
| 01.53 | Sodium Chloride (Normal Saline) 0.9% 500ml | Bottle |  |  |  |
| 01.54 | Sterile Eye pads | Piece |  |  |  |
| 01.55 | Sterile gauze | Piece (Pack of 100) |  |  |  |
| 01.56 | Sterile surgical gloves size 7.5 | Piece (Pack of 50) |  |  |  |
| 01.57 | Surgical Spirit 70% 500ml | Bottle |  |  |  |
| 01.58 | Theatre sandals 42 | Pairs |  |  |  |
| 01.59 | Theatre sandals 43 | Pairs |  |  |  |
| 01.60 | Triamcinolone acetonide (Kenalog) injection | Vial |  |  |  |
| 01.61 | Trichiasis/entropion set | Set |  |  |  |
| 01.62 | Trolleys | Piece (Size 25 pieces) |  |  |  |
| 01.63 | Viscoelastic ophthalmic use (Hypromellose) | Piece |  |  |  |
| 01.64 | Water for Injection 10ml | Vial |  |  |  |
|  | **Human Medical Drugs** |  |  |  |  |
| 01.65 | Dexamethasone 0.1%and Neomycin 0.5% Eye drops | Bottle |  |  |  |
| 01.66 | Hydrocortisone + Neomycin + Polymyxin B +Bacitracin Zinc ointment (Neo-par-H) | Tab |  |  |  |
| 01.67 | Acetazolamide 250mg | Tab |  |  |  |
| 01.68 | Aciclovir 200mg | Tab |  |  |  |
| 01.69 | Aciclovir Ointment 3% | Tube |  |  |  |
| 01.70 | Adrenaline injectable 1:100,000 iu | Vials |  |  |  |
| 01.71 | Amethocaine Eye Drops Hydrochloride 0.5% 5mls (PROPACAINE E.D 0.5%) | Bottle |  |  |  |
| 01.72 | amoxicillin 500mg, caps | Piece (Pack of 100 caps) |  |  |  |
| 01.73 | Ampiclox 250 mg Suspension | Bottle |  |  |  |
| 01.74 | Ampiclox 500mg | Capsule (Strip of 10 tabs) |  | \ |  |
| 01.75 | Atropine eye drops 1% | Bottle |  |  |  |
| 01.76 | Atropine eye ointment | Tubes |  |  |  |
| 01.77 | Betamethasone eye drops | Dropper |  |  |  |
| 01.78 | Brimonidine titrate ophthalmic solution 0.2% | Vials |  |  |  |
| 01.79 | Cetirizine tabs | Piece (Pack of 100 tabs) |  |  |  |
| 01.80 | Chloramphenicol eye drops 1% | Vial |  |  |  |
| 01.81 | Chloramphenicol ointment 3% | Tube |  |  |  |
| 01.82 | Ciprofloxacin Tablets 500mg | Strip |  |  |  |
| 01.83 | Ciprofloxacin Eye Drops 0.3% in 5 mL | Bottle |  |  |  |
| 01.84 | Cyclopentolate eye drops | Bottle |  |  |  |
| 01.85 | Dexamethasone + Gentamicin eye drop | Vial |  |  |  |
| 01.86 | Dexamethasone 0.1% - Neomycin 0.5% Eye Ointment, 3g | Tube |  |  |  |
| 01.87 | Dexamethasone 2mg/ml, injection | Ampoule |  |  |  |
| 01.88 | Dexamethasone eye drops 0.1% | Vial |  |  |  |
| 01.89 | Dexamethasone Sodium Phosphate 4mg/ml, 1ml Injection | Ampoule |  |  |  |
| 01.90 | Diamox tabs | Piece (Pack of 10 tabs) |  |  |  |
| 01.91 | Disposable caps | Piece (Pack of 100 pieces) |  |  |  |
| 01.92 | Disposable surgical masks | Pack |  |  |  |
| 01.93 | Dorzolamide Eye drops 2% | Vial |  |  |  |
| 01.94 | Econazole eye drops 2% | Tube |  |  |  |
| 01.95 | Gentamicin Eye Drops 0.3% | Vial |  |  |  |
| 01.96 | Gentamicin Injections 40 mg/ml. 2ml | Ampoule |  |  |  |
| 01.97 | Gentamicin/dexamethasone eye drops | Vial |  |  |  |
| 01.98 | Hypromellose natural tears 0.3%/0.1% | Vial |  |  |  |
| 01.99 | Ibuprofen 400mg | Tab |  |  |  |
| 01.100 | Ibuprofen syrup/suspension | Ampoule |  |  |  |
| 01.101 | Ketoconazole 200mg tab | Piece (Strip of 10 tabs) |  |  |  |
| 01.102 | Lignocaine injection with adrenaline 1:1000,000 unit | Vial |  |  |  |
| 01.103 | Maxitrol eye ointment | Tube |  |  |  |
| 01.104 | Natamycin eye drops | Tube |  |  |  |
| 01.105 | Paracetamol 500mg | Tab |  |  |  |
| 01.106 | Phenylephrine + Tropicamide eye drops | Vial |  |  |  |
| 01.107 | Pilocarpine eye drops 2% | Vial |  |  |  |
| 01.108 | Prednisolone 5mg | Tab |  |  |  |
| 01.109 | Prednisolone Acetate Eye drops 1% | Vial (Strip of 10 tabs) |  |  |  |
| 01.110 | Proparacaine 0.5% Eye drops | Vial |  |  |  |
| 01.111 | Povidone 10% Aqueous Solution (200ml) | Bottle |  |  |  |
| 01.112 | Ringer lactate 500 ml | Piece |  |  |  |
| 01.113 | Sodium cromoglicate eye drops 2% | Vial |  |  |  |
| 01.114 | Tetracycline eye ointment 1%, 3.5g | Tube |  |  |  |
| 01.115 | Timolol maleate Eye Drops 0.5%, 5ml | Bottle |  |  |  |
| 01.116 | Tobramycin/dexamethasone eye drops | Vial |  |  |  |
| 01.117 | Tropicamide and Phenylephrine Eye Drops Eye Drops 1% 5ml | Bottle |  |  |  |
| 01.118 | Tropicamide eye drops | Vial |  |  |  |

**END**