



Invitation for Bid

Procurement of

*Spare parts and accessories for selected medical
devices and biomedical maintenance workshop tools
and analyzers*

IFB No.: CHAI/EM/ KOFIH/001/25

Project: KOFIH

Country: Ethiopia

Issued on: 10 September 2025

ACRONYMS

CHAI	Clinton Health Access Initiative
DDP	Delivered Duty Paid Incoterms
ETB	Ethiopian Birr
MOH	Ministry of Health
HTM	Health Technical Memorandum
IFB	Invitation for Bid
ISO	International Standard Organization
PO	Purchase Order
SLA	Service Level Agreement
UN	United Nations
USD	United States Dollar
COVID-19	Corona Virus Disease 2019

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BACKGROUND

Equipping health facilities with essential medicines, diagnostic devices, and necessary accessories is crucial to preventing service disruptions and ensuring the delivery of quality healthcare. The Ethiopian Ministry of Health (MOH) has been working in collaboration with key stakeholders, including the Clinton Health Access Initiative, to procure medical devices, maintenance toolkits, analyzers and spare parts, accessories and consumables for the devices and provide program-specific support for strengthening the health system. The Ethiopian Ministry of Health (MOH) has been making deliberate efforts to build a resilient health system for a strong response to public health emergencies which include the COVID-19 pandemic and its catastrophic effects.

Clinton Health Access Initiative (CHAI) Ethiopia carries out a wide range of programs to support the MOH in improving the health status of the country by ensuring access to quality health services.

PROCUREMENT CONTEXT

The Ministry of Health (MOH), in partnership with the Korean Organization for International Health (KOFIH), is implementing a project to enhance medical device maintenance capacity within national health facilities, with an initial focus on a university hospital.

Under this initiative, the CHAI has been authorized to procure items essential for the sustainability of equipment functionality and the quality of healthcare services. Consequently, CHAI solicits bids from eligible vendors for the supply and delivery of the following:

1. Genuine spare parts and accessories for a specified list of medical devices and ensuring its fitness and compatibility to the selected devices.
2. Specialized maintenance tools for biomedical engineering workshops.
3. Precision analyzers for equipment calibration and performance verification.

The objective of this procurement is to ensure the continued operational readiness of critical diagnostic, therapeutic, and monitoring equipment, thereby supporting improved healthcare outcomes.

SN	Description
1	LOT 1: spare parts and accessories for patient monitoring system
2	LOT 2: spare parts and accessories for ECG machine
3	LOT 3: spare parts and accessories for oxygen concentrator machine
4	LOT 4: Spare parts for mobile X-ray machine
5	LOT 5: spare parts and accessories for defibrillator
6	LOT 6: spare part for ultrasound machine
7	Mechanical toolkits

SN	Description
8	LOT 8 Biomedical maintenance workshop analyzers

PROCESS

The procurement process will be conducted with consideration for efficiency, cost-effectiveness, value for money, and long-term sustainability of the health systems. The supplier should be the manufacturer of the listed devices or any local legal representative who can avail the manufacturer authorization letter.

While the competition is evaluated on a lot-by-lot basis, bidders competing for multiple lots are permitted to submit a single technical proposal and a single financial proposal in two envelope, provided that the bid is structured with clear separations for each lot. The technical proposal must be organized by lot, and the financial offer must present a detailed, separate, and itemized cost breakdown for each individual lot. The total sum of all lots must also be clearly indicated. Bidders must clearly mark the submission envelope with the list of all lots for which they are competing. Failure to provide a clear and separate financial breakdown for each lot may result in the bid being deemed non-responsive for the affected lot(s) or in its entirety.

OBJECTIVE AND SCOPE

CHAI is seeking quotes that include the procurement/supply of materials with the warranty that should cover any malfunctioning component; the vendor will be responsible for liaising with the component manufacturer to ensure the warranty is honored.¹

Detailed specifications for all the above items can be found in **Annex A**. The contract shall include the quantity of the items above; all taxes, duties, and other levies payable shall be indicated separately.

Desired shipping, installation, and commissioning costs should be under DAP INCOTERMS 2020.

SECTION 1: LETTER OF INVITATION FOR SELECTED MEDICAL DEVICES SPARE PARTS AND ACCESSORIES AND BIOMEDICAL WORKSHOP MAINTENANCE TOOLS AND ANALYZERS

Interested bidders are invited for the procurement of materials and supply/delivery to the agreed destination. Bidders are required to submit separate unit and total prices for each cost driver listed in the summary section (i.e., material costs, transportation, and warranty period) for all detailed items within each lot they are bidding on, as part of the financial proposal. A complete set of bidding documents in English shall be obtained from CHAI

¹ The successful bidder should provide one sample product for testing and approval before delivery of all equipment if applicable. Any in compliance against the tender specification will result in the rejection of the product.

Ethiopia Head Office, during office hours from Monday to Friday 8:30 am to 12:30 pm and 1:30 pm to 4:30 pm as indicated below address for free of any charge. Alternatively, bidders can obtain the bid document electronically to their company email address.

This IFB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Section 1: Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements and Technical Specifications
- Section 6: Returnable Bidding Forms
 - Form A: Bid Submission Form
 - Form B: Vendor/Bidder Details Form
 - Form C: Joint Venture/Consortium/Association Information Form
 - Form D: Qualification Form
 - Form E: Format of Technical Bid
 - Form F: Price Schedule/Financial Proposal
 - Form G: Form of Bid Security

If you are interested in submitting a Bid in response to this Invitation for Bid (IFB), please prepare your Bid in accordance with the International Competitive Bidding (ICB) requirements and procedure as set out in this IFB.

Bidders should submit Technical, Operational, and financial proposals. Offers are to be submitted in two (2) separate envelopes and they must be clearly labeled:

- a. Technical and Operational
- b. Price Schedule / Financial Proposal

It shall remain the bidder's responsibility to ensure that the quotation is submitted in person **before 2 PM on 10 Oct 2025** deadline as indicated by CHAI, to the following address:

Clinton Health Access Initiative

Bid Document for (IFB # CHAI/ EM/KOFIH/001/25), Meskel Flower Road

Tel # 011 416 6993-98, Fax: 011 416 6988 and P.O. Box 3297, Code 1250, Addis Ababa, Ethiopia

All bid documents submitted after the cut-off date set shall be rejected and returned unopened to bidders.

Bids shall be opened in the presence of the bidders and/or their representatives who choose to attend in person at the Clinton Health Access Initiative office at **2:15 PM on 10 Oct 2025**. All bids must be accompanied by a 2% Bid Security of Bank "Casher Payment Order" in Ethiopian Birr, An unconditional Bank Guarantee, or an irrevocable Letter of Credit.

All interested bidders must have a renewed license and bidder's registration certificate from the Government of Ethiopia - Ministry of Finance and Economic Development.

IFB Terms and Conditions

Distribution of this document does not mean there is any commitment on the part of CHAI to engage an applicant. CHAI will not reimburse or otherwise bear any costs associated with this IFB regardless of whether the applicant is selected to implement the project. Please note that no fee is required in the submission of these quotes. All IFBs, along with any responses, are considered the property of CHAI and the proposals will not be returned to the originator. CHAI reserves the right to accept or reject the bid either partially or fully at any stage of the bid process.

Quotations submitted after the deadline will not be considered. The winner bidder is expected to have substantial capacity to carry out materials supply as per specification. CHAI reserves the right to accept or reject the bid either partially or fully at any stage of the bid process.

SECTION 2. INSTRUCTION TO BIDDERS

Table 1- INSTRUCTION TO BIDDERS

GENERAL PROVISION		
Introduction	1.1	Bidders shall adhere to all the requirements of this IFB, including any amendments made in writing by CHAI.
	1.2	Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by CHAI. CHAI is under no obligation to award a contract to any Bidder because of this IFB.
	1.3	CHAI reserves the right to cancel the procurement process at any stage without any liability of any kind for CHAI, upon notice to the bidders or publication of cancellation notice.
	1.4	As part of the bid, it is desired that the Bidder have a renewed license and bidder's registration certificate from Government of Ethiopia - Ministry of Finance and Economic Development.
Fraud & Corruption, Gifts and Hospitality	1.5	The CHAI does not tolerate corrupt, fraudulent, collusive, anti- competitive or coercive practices of any kind involving its resources, including grant funds.
	1.6	CHAI requires all bidders/vendors observe the highest standard of ethics during the procurement process and contract implementation.
	1.7	Bidders/vendors shall not solicit, offer, give or receive, or promise or represent to offer, give or receive, fees, gratuities, rebates, gifts, commissions, or other payments, except as disclosed in full to the CHAI, in connection with the procurement process or in contract execution.

	<p>1.8 In this regard, CHAI:</p> <ul style="list-style-type: none"> a) Shall take strong, immediate action in all circumstances where it determines that there is substantive and credible evidence of corrupt, fraudulent, collusive, anti-competitive or coercive practices in connection with the procurement or performance of the contract in question. b) Reserves the rights to reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question. c) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a contract.
Eligibility	<p>1.9 A vendor should not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other major international financing institution or organization. Vendors are therefore required to disclose to CHAI whether they are subject to any sanction or temporary suspension imposed by these organizations.</p> <p>1.10 It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by CHAI.</p>
Conflict of Interests	<p>1.11 Bidders must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>1.12 Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they have interests that could improperly influence their performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations, and that such Conflict of Interest may contribute to or constitute a prohibited practice Bidders will not apply or seek to apply undue influence on the decision-making processes and will not engage in any conduct that breaches In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to CHAI, and seek confirmation on whether or not such conflict exists.</p> <p>1.13 Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of CHAI staff involved in the procurement functions and/or the Government of the country receiving goods and/or services under this IFB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. <p>1.14 Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure.</p> <p>1.15 The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this IFB, among others.</p>

	Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.
PREPARATION OF BIDS	
General Considerations	<p>1.16 In preparing the Bid, the Bidder is expected to examine the IFB in detail. Material deficiencies in providing the information requested in the IFB may result in rejection of the Bid.</p> <p>1.17 The Bidder will not be permitted to take advantage of any errors or omissions in the IFB. Should such errors or omissions be discovered, the Bidder must notify CHAI accordingly.</p>
Cost of Preparation of Bid	1.18 The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. CHAI shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
Language	1.19 The Bid, as well as all related correspondence exchanged by the Bidder and CHAI, shall be written in English; the language (s) specified in the Bid Data Sheet (BDS).
Documents Comprising the Bid	<ul style="list-style-type: none"> ➤ The Bid shall comprise of the following documents and related forms which details are provided in the BDS: ❖ Mandatory Documents Establishing the Eligibility and Qualifications of the Bidder: <ul style="list-style-type: none"> ➤ VAT registration certificate issued by the tax Authority ➤ A valid tax clearance certificate issued by the tax authority (domestic Bidders only) ➤ Business organization registration certificate or trade license issued by the country of establishment ➤ FDRE public Procurement & Property Administration Agency License EFDA license for Lot 1 to Lot 6 Items ➤ Relevant professional practice (At least 2 years and 2 sites) certificates, as appropriate ❖ Technical Bid (including operational aspects) ❖ Price Schedule/Financial Proposal ❖ Bid Security, if required by BDS ❖ Delivery and/or completion schedule ❖ Any attachments and/or appendices to the Bid.
Documents Establishing the Eligibility and Qualifications of the Bidder	1.20 The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to CHAI's satisfaction.
Technical Bid Format and Content	<p>1.21 The Bidder is required to submit a Technical Bid using the Standard Forms and templates provided in Section 6 of the ITB.</p> <p>1.22 The Bid offers shall meet the following:</p>

	<p>a) Technical and Operational Requirements – These include Technical and performance criteria, Warranty, Service Level Agreement as well as technical and operational on-site training in Addis Ababa after installation for three BME/T.</p> <p>b) Quality Requirements (including regulatory and standards and proof thereof).</p> <p>1.23 A detailed checklist of all technical specifications is to be completed clearly for each part. Please see Annex A for detailed specifications required for the spare parts (Accessories and biomedical maintenance workshop tools and analyzer in a template required to be used for submission.</p> <p>1.24 If the proposed offer, as a whole or in part, does not comply exactly with the technical specifications and descriptions provided herein, the nearest functional equivalent or closest standard should be offered as an alternative and indicated with a justification of equivalence.</p> <p>1.25 When applicable and required as per Section 5, the Bidder shall describe the necessary training Program available for the maintenance and operation of the equipment offered as well as the cost to the CHAI. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS. For sustainability bidder submit the operational and maintenance training Videos in English.</p> <p>1.26 When applicable and required as per Section 5, the Bidder shall certify the availability of spare parts for at least five (3) years from the date of warranty expiry, or as otherwise specified in this IFB.</p>
Price Schedule / Financial Proposal	<p>1.27 Interested parties are asked to submit, under separate cover, a detailed price schedule/financial proposal for procurement and delivery.</p> <p>1.28 Value for money will be a key criterion in selection and the final budget will be agreed with the successful party.</p> <p>1.29 The Price Schedule/Financial Proposal shall be prepared using the Form provided in Section 6 of the IFB and taking into consideration the requirements in the IFB.</p> <p>1.30 The bidder should cost in Dollars (USD) for the following:</p> <ul style="list-style-type: none"> • Spare parts and biomedical maintenance tools and analyzers as (as per costing template) • Shipping, inland transportation as per DAP INCOTERMS 2020 • Loading and unloading and other related expenses • Labor costs (including installation, commissioning, Verification, and training) if applicable. <p>a) After sales SLA:²</p> <ul style="list-style-type: none"> • Spares, itemized, cost per unit and total (as per costing template) after warranty period • Consumables for service, labor costs associated with repair and maintenance within the warranty period

² Please complete the unit price and required spare parts (any necessary but missed from the list) to be supplied after warranty period.

	<ul style="list-style-type: none"> Shipping and inland transportation of the required items/consumables used for spare parts/accessories and biomedical maintenance workshop service in the warranty period and other costs as per DAP INCOTERMS 2020 <p>b) Vendor details:</p> <ul style="list-style-type: none"> Corporate details as per template in FORM B <p>1.31 The rates quoted shall remain valid for a period until the PO is signed with the winner supplier.</p> <p>1.32 Any requirement described in the Technical Bid but not priced in the Price Schedule/Financial Proposal, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.</p> <p>Note: <i>Only the bidders who pass the Preliminary Examination /prescreening can be a candidates for the technical evaluation.</i></p> <p>Only when technical specifications have been met and terms of after sales have been deemed acceptable, the financial proposal will be considered.</p>
Bid Security	<p>1.33 Unless otherwise specified in the bid document, the Bidder shall furnish as part of its bid, a bid security in original form and in the amount and currency specified in the bid document. All bids must be accompanied by a 2% Bid Security of Bank "Casher Payment Order" in Ethiopian Birr.</p> <p>1.34 The bid security shall be, at the Bidder's option, in any of the following forms:</p> <ol style="list-style-type: none"> An unconditional Bank Guarantee. An irrevocable Letter of Credit. Cash, check certified by a reputable bank or financial institution, or payable order. The Bid Security shall be valid for a minimum of Ninety (90) Calander dates from the date of bid opening. This shall also apply if the period for bid validity is extended. <p>1.35 CHAI reserves the right to accept or reject any or all bids if:</p> <ol style="list-style-type: none"> The Bid Security is not included along with the Bid or is not found in the Bid as per indicated the IFB. The Bid Security amount or its validity period is found to be less than what is required. <p>Note:</p> <ol style="list-style-type: none"> The bank guarantee from a banking institution recognized by the purchaser located in any eligible country. Securities issued by foreign banks or financial institutions shall be counter-guaranteed by an Ethiopian bank. Unconditional bank guarantee should be submitted in its original form; copies will not be accepted. Bid security shall be issued in the name of Clinton Health Access Initiative (CHAI). <p>1.36 The Bid Security may be forfeited, and the Bid rejected, in the event of any, or combination, of the following conditions:</p> <ol style="list-style-type: none"> If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or; In the event the successful Bidder fails: <ul style="list-style-type: none"> to sign the Contract after being issued an award; or

	<ul style="list-style-type: none"> to furnish the Performance Security, insurances, or other documents that may be required as a condition precedent to the effectivity of the contract that may be awarded to the Bidder.
Currencies	<p>1.37 All prices shall be quoted in USD; the currency indicated in the BDS. Where Bids are quoted in different currencies, CHAI will not convert the currency quoted in the Bid into the preferred currency.</p> <p>1.38 If the Bidder wishes to be paid in a combination of amounts in different currencies like ETB and USD, the bidder should indicate the percentage with list of specific goods and services, but this should be noted that the amount to be paid will be based on the national bank of Ethiopia exchange rate of USD on the date.</p> <p>1.39 The payment currency for local agents for installation, after sales services and maintenance will be charged to local currency by referring to the current/updated CHAI fixed rate.</p>
JointVenture, Consortium or Association	<p>1.40 If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that:</p> <p>a) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and</p> <p>b) if they are awarded the contract, the contract shall be entered into, by and between CHAI and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.</p> <p>1.41 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of CHAI.</p> <p>1.42 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 9 herein in respect of submitting only one Bid.</p> <p>1.43 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the IFB, both in the Bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by CHAI.</p> <p>1.44 A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:</p> <p>a) Those that were undertaken together by the JV, Consortium or Association; and</p> <p>b) Those that were undertaken by the individual entities of the JV, Consortium or Association.</p> <p>1.45 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials</p>

	1.46	JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.
Only One Bid	1.47	The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture.
	1.48	Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following: <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this IFB; or d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder regarding this IFB process. e) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder, or some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this IFB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Bid Validity Period	1.49	Bids shall remain valid for the period of 90 days (specified in the bid document) after the bid submission deadline prescribed by CHAI. A Bid valid for a shorter period may be rejected and rendered non-responsive.
	1.50	During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates, and the total price.
Extension of Bid Validity Period	1.51	In exceptional circumstances, prior to expiry of the bid validity period, CHAI may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing via email.
	1.52	Bidders who are not willing to extend their bid validity period for whatever reason shall be disqualified from the bid without having forfeited their bid security.
	1.53	Bidders agreeing to the CHAI's request for an extension of their bid validity period have to express in writing their agreement to such request and for how long they are willing to extend the period. Similarly, they have to amend the validity period of their bid security on the basis of the extension of the bid validity period they have agreed to or furnish new bid security to cover the extended period.
	1.54	A bidder not agreeing to extend the validity period of his/its bid security shall be treated as a bidder refusing the CHAI's request for extension of the bid validity period, and as such, shall be disqualified from further bid proceeding.
IFB-related Questions or Clarifications (from the Bidders)	1.55	Bidders may request clarifications on any of the IFB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing and directed to the email address ethiopiaprourement@clintonhealthaccess.org until 29 September 2025. If inquiries are sent other than the specified channel, CHAI shall have no obligation to respond or confirm that the query was officially received.

	1.56 All questions will be collected into one document and all answers will be provided to all bidders who collected the bidding document should obtain the response from CHAI to the clarification request. CHAI shall attempt to provide responses to clarifications in a speedy manner, but any delay in such response shall not cause an obligation on the part of CHAI to extend the submission date of the Bids unless CHAI deems that such an extension is justified and necessary.
Amendment of Bids	<p>1.57 At any time prior to the deadline of Bid submission, CHAI may for any reason, such as in response to a clarification requested by a Bidder, modify the IFB in the form of an amendment to the IFB. Amendments will be made available to all prospective bidders.</p> <p>1.58 If the amendment is substantial, CHAI may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.</p>
Alternative Bids	<p>1.59 Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the IFB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, CHAI reserves the right to award a contract based on an alternative Bid.</p> <p>1.60 If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid"</p> <p>1.61 Alternative Bids not requested by the Contracting Authority shall be rejected.</p>
Pre-Bid Conference	<p>1.62 If it deems to be appropriate, CHAI may hold a Pre-Bid conference for prospective bidders for clarification and discussion on the Bidding Document or modification thereto.</p> <p>1.63 CHAI shall give notice via email to all bidders who collected a bidding document to attend the Pre-Bid Conference, Notice will include the time, date, and address where the Pre-Bid Conference will be held.</p> <p>1.64 CHAI shall welcome all prospective bidders to attend this Pre-Bid Conference. However, non-attendance by the Bidder, however, shall not result in the disqualification of a prospective Bidder.</p> <p>1.65 To give all prospective bidders the opportunity to participate in the pre-bid conference, prospective bidders are limited to sending two representatives to this conference. All the costs of attending this conference will be borne by the prospective bidders.</p> <p>1.66 CHAI invites all prospective bidders to submit their questions/requests for clarification by time and date and to the address indicated in the Bid Document.</p> <p>1.67 Minutes will be captured for Pre-Bid Conference and shall be shared to all prospective bidders who collected the Bidding Document to enable them prepare their bid documents by incorporating the content of clarification or modification.</p>
SUBMISSION AND OPENING OF BIDS	
Submission	1.68 As per the specifications indicated herein, interested, and eligible bidders can do hard copy (manual) submission by courier or hand delivery of documents to the address below before 2.00 PM on 10 Oct 2025. (including technical document Soft Copy)

- 1.69 The bidder should submit one original and one copy of the documents in separate sealed envelopes "These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 1.70 While the competition is evaluated on a lot-by-lot basis, bidders competing for multiple lots are permitted to submit a single technical proposal and a single financial proposal in one envelope, provided that the bid is structured with clear separations for each lot. The technical proposal must be organized by lot, and the financial offer must present a detailed, separate, and itemized cost breakdown for each individual lot. The total sum of all lots must also be clearly indicated. Bidders must clearly mark the submission envelope with the list of all lots for which they are competing. Failure to provide a clear and separate financial breakdown for each lot may result in the bid being deemed non-responsive for the affected lot(s) or in its entirety.
- 1.71 The outer envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared as "late" The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.
- 1.72 This authorization shall consist of a written statement by a power of attorney (or notary statement, etc.) proving that the person, who signed the bid on behalf of the company/joint venture/consortium is duly authorized to do so and it shall be attached to the bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the bid shall be signed or initialled by the person signing the bid.
- 1.73 All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.
- 1.74 Bidders should submit Technical and Operational, as well as financial proposals. The Technical and Operational Bid as well as the Financial Proposal must be sealed and submitted in separate envelopes, which shall:
 - a) Bear the name of the Bidder.
 - b) Be addressed to CHAI; and
 - c) Bear a warning not to open before the time and date for Bid opening.
 - d) Bear the subject of the procurement or the Project name, and procurement reference number indicated in the BDS"
- 1.75 If the envelope with the Bid Documents is not sealed and marked as required, CHAI shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.
- 1.76 CHAI may, by permission of the MOH, employ electronic method to send requests for quotation and receive quotations provided that the following conditions are satisfied. If the method employed by CHAI has a safety mechanism of ensuring that information sent and or received through that electronic communication method cannot be accessed by any person other than the person to whom/which the information is sent, before the time such information will be made public. Electronic submission through email, if allowed, shall be governed as follows:
 - a) Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in bid document.

	<p>b) Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions.</p> <p>1.77 Availability of stock and delivery time must be stated clearly.</p> <p>1.78 Late bids will be rejected and returned unopened to bidders.</p> <p>1.79 Bids must be delivered to the address below:</p> <p style="text-align: center;">Clinton Health Access Initiative, Bid Document for (IFB # CHAI/ EM/KOFIH/001/25), Meskel Flower Road Tel # 011 416 6993-98, Fax: 011 416 6988 and P.O. Box 3297, Code 1250, Addis Ababa, Ethiopia</p> <p>1.80 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the General Contract Terms and Conditions.</p>
Deadline for Submission of Bids and Late Bids	<p>1.81 Complete Bids must be received by CHAI in the manner, and no later than 2.00 PM, 10 Oct 2025, specified in the BDS. CHAI shall only recognize the actual date and time that the bid was received by CHAI.</p> <p>1.82 CHAI shall not consider any Bid that is received after the deadline for the submission of Bids.</p>
Withdrawal, Substitution, and Modification of Bids	<p>1.83 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission.</p> <p>1.84 Manual and Email submissions: A bidder may withdraw, substitute or modify its Bid by sending a written notice to CHAI, duly signed by an authorized representative, and shall include a copy of the authorization. The corresponding substitution or modification of the Bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as "WITHDRAWAL" "SUBSTITUTION," or "MODIFICATION"</p> <p>1.85 . Bid withdrawal notices received after the bid submission deadline will be ignored, and the submitted bid will be deemed to be a validly submitted bid.</p> <p>1.86 No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and expiry of the period of bid validity specified by the Bidder on the Bid Submission Sheet or any extension thereof.</p>
Bid Opening	<p>1.87 Bids will be opened in the presence of the bidders and/or their representatives who choose to attend in person at the Clinton Health Access Initiative office at 2:15 PM on 10 October 2025.</p> <p>1.88 The Bidders' names, modifications, withdrawals, the condition of the envelope labels/seals, the number of folders/files and all other such other details as CHAI may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.</p> <p>1.89 Any bid document not opened and read out during the bid opening proceeding shall not be considered for further evaluation.</p>

PROCEDURES FOR BID EVALUATION

Confidentiality	<p>1.90 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>1.91 Any effort by a Bidder or anyone on behalf of the Bidder to influence CHAI in the examination, evaluation and comparison of the Bids or contract award decisions may, at CHAI's decision, result in the rejection of its Bid and may subsequently be subject to the application of prevailing CHAI's supplier's sanctions procedures.</p>
Bid Evaluation	<p>1.92 Evaluation will be conducted solely on the basis of the Bids received.</p> <p>1.93 Evaluation of Bids shall be undertaken in the following steps and weighting:</p> <ul style="list-style-type: none"> a) Preliminary Examination including Eligibility. b) Qualification assessment (if pre-qualification was not done) c) Evaluation of Technical Bids (including operational aspects) d) Evaluation of Price Schedule / Financial Proposal <p>1.94 Financial offers will only be opened and evaluated if critical criteria of technical and operational offers have been met.</p> <p><i>Note: Only those vendors who provide complete documentation to satisfy the technical and operational aspects of the offer will be considered for financial evaluation.</i></p>
Preliminary Examination	<p>1.95 CHAI shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. CHAI reserves the right to reject any Bid at this stage</p>
Evaluation of Eligibility and Qualification	<p>1.96 Bidding will be conducted through the International Competitive Bidding (NCB) procedures and is open to all bidders.</p> <ul style="list-style-type: none"> a) Eligibility and Qualification of the Bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in the Section 4 (Evaluation Criteria). They have not directly or indirectly, including through an agent or other intermediary, breached the Supplier Code, including, but not limited to, corrupt, fraudulent, collusive, anti-competitive or coercive practices in competing for, or performing under, related contract; b) They have not engaged in misconduct which results in the imposition of sanctions by any partner organization, any comparable institution or by a CHAI grant recipient for conduct that would constitute a breach of the Supplier Code or any other unethical or unlawful behaviour; c) They have not engaged in misconduct which results in an investigation, proceedings or findings, either civil, criminal or administrative, or the imposition of sanctions, by another national or international authority for conduct that would constitute a breach of the Supplier Code; d) They have not been involved in a significant and material breach of the contract between the Clinton Health Access Initiative (CHAI) and the vendor or between a grant recipient and the vendor that in the opinion of the Clinton Health Access Initiative (CHAI) places Clinton Health Access Initiative (CHAI) resources at risk;

	<ul style="list-style-type: none"> e) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, f) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; g) They are able to comply fully with the General Terms and Conditions of Contract; h) They do not have a consistent history of court/arbitral award decisions against the Bidder; and i) They have a record of timely and satisfactory performance with their clients.
Evaluation of Technical Bid and Price Schedule/Financial Proposal	<p>1.97 The evaluation team shall review and evaluate the Technical Bids on the basis of their responsiveness to the Schedule of Requirements as well as Technical & Operational Specifications and other documentation provided, applying the procedure indicated in the BDS and other IFB documents.</p> <p>1.98 When deemed appropriate, CHAI will invite the short-listed competent suppliers with technically responsive bids for a presentation on their Technical Bids and Financial Proposals which could help for sound decision in the selection process of competent competitors. The conditions for the presentation shall be provided in the bid document where required.</p>
Due diligence	<p>1.99 CHAI reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the Bidder; b) Validation of extent of compliance to the IFB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary; e) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder; f) Other means that CHAI may deem appropriate, at any stage within the selection process, prior to awarding the contract.
Clarification of Bids	<p>1.100 To assist in the examination, evaluation and comparison of Bids, CHAI may, at its discretion, request any Bidder for a clarification of its Bid.</p> <p>1.101 CHAI's request for clarification and the response shall be in writing and no change in the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by CHAI in the evaluation of the Bids, in accordance with the IFB.</p> <p>1.102 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by CHAI, shall not be considered during the review and evaluation of</p>

	the Bids. If a Bidder does not provide clarifications of its bid by the date and time set in the CHAI's request for clarification, its bid may be rejected.
Responsiveness of Bid	<p>1.103 CHAI's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the IFB without material deviation, reservation, or omission.</p> <p>1.104 If a bid is not substantially responsive, it shall be rejected by CHAI and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.</p>
Nonconformities, Reparable Errors and Omissions	<p>1.105 Provided that a Bid is substantially responsive, CHAI may waive any non-conformities or omissions in the Bid that, in the opinion of CHAI, do not constitute a material deviation.</p> <p>1.106 CHAI may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.</p> <p>1.107 For the bids that have passed the preliminary examination and technical evaluation, CHAI shall check and correct arithmetical errors as follows:</p> <ul style="list-style-type: none"> a) if there is a discrepancy between the unit price and the line-item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line-item total shall be corrected, unless in the opinion of CHAI there is an obvious misplacement of the decimal point in the unit price; in which case, the line-item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail, and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. <p>1.108 If the Bidder does not accept the correction of errors made by CHAI, its Bid shall be rejected.</p>
AWARD OF CONTRACT	
Right to Accept, Reject, Any or All Bids	1.109 CHAI reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.
Award Criteria	<p>1.110 Tenders submitted by vendors will be assessed as per details in Annex B. Vendors must have a legally established business and be of good conduct. Submitted quotes will be reviewed and evaluated by the review committee based on criteria outlined for all components of the spare parts/accessories and biomedical maintenance workshops. The offers shall meet:</p> <ul style="list-style-type: none"> a) Technical and operational requirements:

	<ul style="list-style-type: none"> • Technical and performance criteria • Warranty • Service level agreement if applicable • Training package if applicable <p>b) Quality requirements (including regulatory and standards and proof thereof)</p> <p>1.111 Prior to expiration of the period of Bid validity, CHAI shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements of the Schedule of Requirements and Technical Specification and has offered the lowest price.</p>
Debriefing	<p>1.112 In the event that a Bidder is unsuccessful, the Bidder may request for a debriefing from CHAI. The purpose of the debriefing is to discuss the strengths and weaknesses of the Bidder's submission, in order to assist the Bidder in improving its future Bids for CHAI procurement opportunities. The content of other Bids and how they compare to the Bidder's submission shall not be discussed.</p>
Right to Vary Quantities at the Time of Award	<p>1.113 At the time of award of Contract, CHAI reserves the right to increase or decrease the quantity of goods and/or scope of related services, by up to a maximum twenty percent (20%) of the total offer, without any change in the unit price or other terms and conditions.</p>
Contract Signature	<p>1.114 Promptly after notification of the proposed contract award, CHAI shall send the successful Bidder the Contract.</p> <p>1.115 Within fifteen (15) days of receipt of the notification of award, the successful Bidder shall sign, date, and return it to CHAI the Contract</p> <p>1.116 Where the successful bidder cannot or is unwilling to sign a contract or submit the Performance Security, CHAI may either declare the bidder submitting the second lowest evaluated bid the successful bidder or invite such bidder to sign a contract or advertise the bid afresh by assessing the benefit of the two options.</p> <p>1.117 CHAI shall not sign a contract before seven (7) working days from the date bidders are notified of the result of their bid or of any complaint against the bid proceeding.</p>
Contract Type and General Terms and Conditions	<p>1.118 The purchase order and after-sales service are the two expected contract agreements to be signed off.</p> <p>Clinton Health Access Initiative (CHAI)</p>
Performance Security	<p>1.119 Within fifteen (15) days from signing the contract, the successful Bidder shall furnish the performance security. Failure of the successful Bidder to submit Performance Security or sign the Contract shall constitute sufficient grounds for annulment of the award and forfeiture of the bid security.</p> <p>1.120 Where a performance security is deemed necessary, the receipt of the performance security by CHAI shall be a condition for rendering the contract effective.</p>
Bank Guarantee for Advanced Payment	<p>1.121 In case an advance payment is allowed as per the BDS, an equivalent of 30% of the total contract price will be permitted. The Bidder shall submit a Bank Guarantee of the equivalent amount to Advance Payment once the bid is awarded prior to any advance payment.</p>

Liquidated Damages	<p>1.122 CHAI shall apply Liquidated Damages for the damages and/or risks caused to CHAI resulting from the Contractor's delays or breach of its obligations as per Contract.</p> <p>1.123 CHAI may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages with a penalty of 0.5% of the value of undelivered item for each day of delay. However, the cumulative penalty to be paid by the supplier shall not be 15% of the contract price within a maximum tolerable time of 30 days.</p> <p>1.124 If the delay in performing the contract affects its activities, CHAI may terminate the contract by giving advance notice to the Supplier pursuant without any obligation to wait until the penalty reaches 15% of the value of the Contract.</p>
Bidders' Complaint Lodging Procedure	<p>1.125 CHAI follows an open-door policy for management of any compliant lodging procedure in which the aggrieved supplier/bidder can lodge his/her complaint directly to office of Country Director or Deputy Country Director. There are standby committees in which members from different programs along with the principal benefit of this project/MOH, are available to review the issues for timely solution.</p>

SECTION 3. BID DATA SHEET (BDS)

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid. In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail.

Table 2-BID DATA SHEET

BDS No.	Ref. to Section .2	Data	Specific Instructions / Requirements
1	7	Language of the Bid	English
2		Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	Allowed to compete for one or more Lot.
3	20	Alternative Bids	Shall not be considered
4	21	Pre-Bid conference	Will not be conducted
5	16	Bid Validity Period	90 days after the bid submission deadline prescribed by CHAI.
6	12	Bid Security	<p>Required in the amount equal to 2% Bid Security of Bank "Certified Payment Order" in Ethiopian Birr. The bid security shall be, at the Bidder's option, in any of the following forms:</p> <ol style="list-style-type: none"> An unconditional Bank Guarantee. An irrevocable Letter of Credit. Cash, check certified by a reputable bank or financial institution, or payable order. <p>NB:</p> <ol style="list-style-type: none"> The bank guarantee from a banking institution recognized by the purchaser located in any eligible country shall be counter guaranteed by any local Banks. An unconditional bank guarantee should be submitted in its original form; copies will not be accepted. Bid security shall be issued in the name of Clinton Health Access Initiative The bid security must remain valid for 90 Calander dates from the date of bid opening.

7	42	Advanced Payment upon signing of contract	Allowed up to an equivalent of 30% of total contract value and submission of bank guarantee.
8	43	Liquidated Damages	Will be imposed as follows: a. A penalty of 0.5% of the value of an undelivered item for each day of delay until actual delivery or performance; but the cumulative penalty to be paid by the supplier shall not exceed 15% of the contract price. b. Max. number of days of delay 30, after which CHAI may terminate the contract. c. If the delay in performing the contract affects its activities, CHAI may terminate the contract by giving advance notice to the Supplier pursuant without any obligation to wait until the penalty reaches 15% of the value of the Contract or 30 days' time.
9	41	Performance Security	Required in the amount of 10% of the Contract Price
10	13	Currency of Bid	United States Dollar (USD)
11	18	IFB-related Questions or Clarifications (from the Bidders)	Until 29 Sept 2025
12	18	Contact Details for submitting IFB-related Questions or Clarifications (from the Bidders)	E-mail address: ethiopiapro curement@clintonhealthaccess.org
13	18, 19 and 21	Manner of Disseminating Supplemental Information to the IFB and responses/clarifications to queries	Direct communication to prospective bidders by email and Posting on any platform hosting the IFB
14	23	Deadline for Submission	10 Oct 2025, at 2:00 PM
14	22	Allowable Manner of Submitting Bids	Delivery of hard copies
15	22	Bid Submission Address	Clinton Health Access Initiative, Bid Document for (IFB # CHAI/ EM/KOFIH/001/25), Meskel Flower Road Tel # 011 416 6993-98, Fax: 011 416 6988 and P.O. Box 3297, Code 1250, Addis Ababa, Ethiopia
16	25	Date, time, and venue for the opening of the bid	Date: 10 Oct 2025 Time: 2:15 PM Venue: Clinton Health Access Initiative Office

17	27, 36	Evaluation Method for the Award of Contract	Lowest priced technically responsive, eligible and qualified bid.
18		Expected date for commencement of Contract	Within 10 days after notification of the award
19		Maximum expected duration of contract	90 days after the signing of the contract
20	36	CHAI will award the contract to:	One or more Bidders, lot by lot depending on the following factors: <ul style="list-style-type: none"> ▪ Lowest priced technically responsive, eligible, and qualified bid. ▪ Delivery period
21	40	Type of Contract	Purchase Order and After Sales Service
22	40	Contract Terms and Conditions that will apply	Clinton Health Access Initiative General Terms and Conditions for Contracts
23		Other Information Related to the IFB	<i>Please provide any other information or documentation that may facilitate the evaluation process.</i>

SECTION 4. EVALUATION CRITERIA

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and submitted in accordance with IFB requirements as per the below criteria on a Yes/No basis:

- a) Renewed Ethiopian Ministry of Trade and license registration certificate in related field of work mainly in medical supplies license.
 - VAT registration certificate issued by the tax Authority
 - A valid tax clearance certificate issued by the tax authority (domestic Bidders only)
 - Business organization registration certificate or trade license issued by the country of establishment.
 - FDRE Public Procurement & Property Administration Agency License Renewed
 - EFDA license for Lot 1 to Lot 6 Items
- b) Product documentation (provision of user and service manuals)
 - Individual Equipment Drawings,
 - Individual Equipment Operation & Maintenance Manuals,
 - layout drawing, Process Flow Diagram (PFD),
 - Piping & Instrumentation Diagram (PID), and Block Schematic,

- c) Proof of quality including Stringent Regulatory Authority (SRA) approval (e.g., CE certification under MDR) and all requisite standards.
- d) The unit price per terminal for spare parts/ accessories and biomedical maintenance workshop tools and analyzers cost should be submitted using the financial template in **FORM F**
- e) Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
- f) Documentation of personnel training/qualifications, which may include:
 - Certifications of personnel
 - CV of lead biomedical engineer
 - Detailed relevant work history.
- g) Statement of compliance with required standards Minimum Bid documents provided.
- h) Warranty for device and warranty on labor, where applicable. Labour/installation warranty should come from the bidder, while device warranty should come from the manufacturer if the bidder and the manufacturer are different.
- i) Proof of approval from local Regulatory Authorities in Ethiopia, where available, and applicable and import permits.
- j) Standard Operating Procedure for product recall, where applicable
- k) Vendor/Bidder Details – use the template in **FORM B**
- l) After-sales Service Level Agreement – See proposal of requirements in **Annex B**
 - Bidder to adjust proposed framework to meet needs of product on offer.
 - Bidder to indicate the involvement of any third party.
- m) Price Schedule/Financial Proposal – use a template in **FORM F**
- n) Bid Security submitted as per IFB requirements with a compliant validity period.
- o) CHAI may determine the bid as not responsive when:
 - Bidder has failed to submit the Written statement by a power of attorney (or notary statement, etc.) proving that the person, who signed the bid on behalf of the company/joint venture/consortium, is duly authorized to do so.
 - Original and all copies of the bid are not typed or written in indelible ink and signed by a person duly authorized to sign on behalf of the Bidder.
 - All pages of the bid, except for non-amended printed descriptive literature, are not signed or initialed by the person signing the bid.
 - Bid is not written in language specified in the IFB.
 - Bidder has failed to submit signed and dated Bid Submission Sheet Form;
 - Bidder has failed to submit signed and dated Price Schedule Form.
 - Bidder has failed to submit signed and dated Bidder Certification of Compliance Form;
 - Bidder has failed to submit signed and dated Technical Specification + Technical Offer+ Compliance Sheet Form;
 - Bidder has failed to submit signed and dated Delivery and Completion Schedule;
 - Bidder has failed to submit signed and dated Bid Security;
 - The Bid Security is not in accordance with IFB.

Minimum Eligibility and Qualification Criteria

Eligibility and Qualification will, be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified.

Table 3- Minimum Eligibility and Qualification Criteria

SUBJECT	CRITERIA	DOCUMENT SUBMISSION REQUIREMENT
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form B: Bidder Information Form
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with IFB clause 3.	Form A: Bid Submission Form
Conflict of Interest	No conflicts of interest in accordance with IFB clause 4.	Form A: Bid Submission Form
Bankruptcy	Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form A: Bid Submission Form
Certificates and Licenses	<ul style="list-style-type: none"> ▪ Duly authorized to act as Agent on behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer. ▪ Official appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Patent Registration Certificates, if any of technologies submitted in the Bid is patented by the Bidder ▪ Renewed Ethiopian Ministry of Trade and license registration certificate in related field of work mainly in medical supplies import ▪ FDRE public Procurement & Property Administration Agency License ▪ EFDA license for Lot 1 to Lot 6 Items ▪ Tax registration and Clearance certificate 	Form B: Vendor/Bidder Details Form
Other details	<ul style="list-style-type: none"> ▪ Conformity to the minimum quality standards indicated as part the IFB documents 	
QUALIFICATION		
History of Non-Performing Contracts³	Non-performance of a contract did not occur as a result of contractor default for the last 3 years.	Form D: Qualification Form
Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 3 years.	Form D: Qualification Form
Previous Experience	Minimum 2 years of relevant experience.	Form D: Qualification Form
	Minimum 2 contracts of similar value, nature and complexity have been implemented over the last 2 years.	Form D: Qualification Form

³ Non-performance, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based Tron all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

	<i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	
Financial Strength	Minimum cumulative sales turnover of USD (insert figure) for the last 3 years. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
Technical Evaluation	The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document.	Form E: Technical Bid Form
Additional requirements	Current Ethiopian Standards Agency (ESA) certification will be an added advantage	

SECTION 5A: SUPPLY SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS/BILL OF QUANTITIES

Annex A: Specifications for spare parts and accessories including the manufacturer, model of the devices

LOT 1: spare parts and accessories for patient monitoring system

Name of medical Device	Model	Manufacturer	Spare part / accessories Name	Unit	Quantity
Monitor patient	BPM-1010	Bionics Co.,ltd	ECG Cable (3 channel)	Each	40
			SPO2 Sensor		40
			NIBP Normal Adult Cuff		40
			NIBP Pedi cuff		20
			NIBP hose		40
			ECG electrodes (disposable)		40 Pack
			NIBP Module		2
			Power Supply Board		10
			Screen with board		2

LOT 2: spare parts and accessories for ECG machine

Name of medical Device	Model	Manufacturer	Spare part / accessories Name	Unit	Quantity
ECG	CARDIPIA400H	Trismed Co., Ltd	ECG Paper	Pack	50
			ECG Cable (12 Channel)	Each	10
			Limb electrode		50
			Chest electrode		50
			Power Board		2

LOT 3: spare parts and accessories for oxygen concentrator machine

Name of medical Device	Model	Manufacturer	Spare part/ accessories Namee	Unit	Quantity
Oxygen concentrator	V8WN-NS	CANTA MEDICAL TECH. CO., LTD.	Flow-meter with knob,	Each	10
			Humidifier Bottle,		10
			Dust filter		10
			Bacterial filters,		10
			Nasal Cannula (2m)		10
			Power Cord (type C)		10
			Sieve Bed filled with zeolite materials		10 Pairs
			Air Filter/cotton filter		10
Oxygen concentrator	HG5-WN-NS	CANTA MEDICAL TECH. CO., LTD.	Flow-meter with knob,	Each	30
			Humidifier Bottle,		30
			Dust filter		30
			Bacterial filters,		30
			Nasal Cannula		50
			Power Cord (type C)		20
			Sieve Bed filled with zeolite materials		10 pairs
			Air Filter/cotton filter		50

LOT 4: Spare parts for mobile X-ray machine

Name of medical Device	Model	Manufacturer	Spare part/ accessories Namee	Unit	Quantity
Mobile X-ray	TOPAZ-40D	Drgem cooperation	Battery	Each	30
			Battery charger		1
			Detector power charger		1
			X-ray detector		1
			Fuse board		2

LOT 5: spare parts and accessories for defibrillator

Name of medical Device	Model	Manufacturer	Spare part / accessories Namee	Unit	Quantity
Defibrillator	TEC-5631	Nihon Kohden Corporation	Battery	Each	4
			Disposable paddle	Pack	50
			ECG cable (6 Channel)	Each	5
			NIBP cuff		15
			SpO2 probe		15


LOT 6: spare part for ultrasound machine

Name of medical Device	Model	Manufacturer	Spare part / accessories Namee	Unit	Quantity
Ultrasound	HS-40	Samsung Medison	Curvilinear Probe (CA2-8AD)	Each	5

NB: the supplier ensures all spare parts and accessories fitting and compatibility with the selected medical devices.


LOT 7: Biomedical maintenance workshop tools**7.1 Mechanics Tool kit technical specification**

No	Item	Quantity
7.1	Mechanics Tool kit	5


	<p>Description</p> <p>This 95-piece set contains all the sockets, wrenches, and pliers needed for small engines and other mechanical and general repairs. Tools are constructed of 45C carbon steel or chrome vanadium steel, heat treated, and chrome plated where appropriate. The tool handles are made of double dipped plastic for a secure and comfortable grip and the tool cases are made of extra heavy-duty materials. Tools meet or exceed critical ISO standards.</p> <p>Wire brush</p> <p>Eight metric hex keys</p> <p>Ratcheting bit driver</p> <p>20 1-inch bits</p> <p>Slotted precision screwdriver</p> <p>Phillips precision screwdriver</p> <p>6-inch-long nose pliers</p> <p>6-inch diagonal pliers</p> <p>Two 8-inch adjustable wrenches</p> <p>Eight SAE Hex keys</p> <p>20 1/4-inch drive sockets</p> <p>3/8-inch drive ratchet handle</p> <p>3-inch drive extension bar</p> <p>3/8-inch drive x 13/16-inch spark plug socket</p> <p>3/8-inch drive x 5/8-inch spark plug socket</p> <p>1/4-inch drive ratchet handle</p> <p>Tire gauge</p> <p>Twelve 3/8-inch drive sockets</p> <p>Voltage tester</p> <p>3/8-inch drive 1/4-inch adapter</p> <p>Five metric combination wrenches</p> <p>Five SAE combination wrenches</p> <p>3/8-inch wire stripper/crimper.</p> <p>Certification: The product Should have /CE/ISO or equivalent certification</p> <p>Warranty: the supplier confirms all tools functionality during hand overing.</p>	
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7.2. Electrical hand drill technical specification

No	Item	Quantity
7.2	Electrical Hand Drill	2

No	Item	Quantity
	<p>Description</p> <p>Portable hand drill with Copper Armature for hospital medical equipment maintenance workshop and general service maintenance purpose to drill Concrete, steel, wood and have Forward/Reverse with Variable Speed Control..</p> <p>Technical Specifications</p> <p>Chuck capacity :: up to 15mm (steel)</p> <p>Rated Input Power: 300-400-500w.</p> <p>Variable speeds</p> <p>Reversible action</p> <p>No-Load Speed: 0-2800r/min</p> <p>Rated Voltage: 230v/50 Hz</p> <p>Complete with one set of drill bits</p> <p>With all necessary and complete accessories and hard case</p> <p>Certification: The product Should have CE/ISO or equivalent quality certification</p> <p>Warranty: the supplier should confirm the functionality of the device during hand overing</p>	

7.3. Multifunctional Soldering Station technical specification

No	Item	Quantity
7.3	Multifunctional Soldering Station	4
	<p>The station is a dual output unit supplied with soldering and desoldering tools. It should be microprocessor-controlled to allow independent temperature control of both tools. The station will automatically recognize the tool in use and calibrate itself for that tool. The station with a Vacuum for the desoldering tool is generated by an internal venturi driven from an external compressed air source.</p> <p>Soldering Station Technical Specifications</p> <p>Power Input: up to 165 W Temperature</p> <p>Control: Soldering/Desoldering iron continuously 50°C– 450°C</p> <p>Compressed Air: Inlet pressure 500 KPA– 600 KPA (58–87 psi) oil-free, dry compressed air Compressed Air</p> <p>Safety Class: 1 (control unit), 3 (soldering tool)</p> <p>Foot switch connector: over adapter as accessories</p> <p>Certification</p> <p>The product Should have CE/ISO or equivalent quality certification</p> <p>Warranty: : the supplier should confirm the functionality of the device during hand overing</p> <p>Documentation: Users and service manual in English Language should be included</p>	

7.4	Electronics and Electrical Tool Kit	Quantity – 5
	<p>Tool Kit Package Contents</p> <p>Utility storage box</p> <p>Flat nose pliers 135 mm</p> <p>Bent nose pliers 130 mm</p> <p>Combination pliers 210 mm</p> <p>Side cutting pliers 165 mm</p> <p>Fine tip straight tweezers</p> <p>Spring hook</p> <p>Soldering aid tools (3 pcs.)</p> <p>Disordering pump</p> <p>Drill set w/adaptor</p> <p>Anti-static alignment tool kit (3 pcs.)</p> <p>Diagonal cutting nipper pliers</p> <p>Long nose pliers</p> <p>Long nose pliers 150 mm</p> <p>Adjustable wrench 6"</p> <p>Adjustable wrench 8"</p> <p>Soldering iron 25 Watt</p> <p>Screwdriver 5 mm</p> <p>Screwdriver 6 mm</p> <p>Screwdriver 3.2x75 mm</p> <p>Screwdriver #0x75 mm</p> <p>Screwdriver 5.0x75 mm</p> <p>Screwdriver #1x75 mm</p> <p>Screwdriver 6.0x100 mm</p> <p>Screwdriver #2x100 mm</p> <p>Screwdriver #2x157 mm</p> <p>Disordering wick</p> <p>Electronic screwdriver set (6 pcs.)</p> <p>Socket and screwdriver set (40 pcs.)</p> <p>Precision wire stripper</p> <p>Crimping tool</p> <p>Needle file set (5 pcs.)</p> <p>IC extractor</p>	<p>Mini flash light</p> <p>Folding type hex key set (7 pcs.)</p> <p>3 Prong holder</p> <p>Curved-claw hammer</p> <p>PVC insulated tape</p> <p>Solder (63%, SN)</p> <p>Heat sink</p> <p>Wrist strap</p> <p>Measuring tape 3M</p> <p>Electronic combination wrench (10 pcs.)</p> <p>Inspection mirror</p> <p>Slip joint pliers 154 mm</p> <p>Aluminum tool case with Pallets</p> <p>N.B All the equipment listed are brand and have ISO or equivalent certification</p> 

LOT 8 Biomedical maintenance workshop analyzers

8.1. Electrical Safety Analyzer technical specification

No	Item	Quantity
18.1.	Electrical Safety Analyzer	2
	<p>Descriptions</p> <p>Electrical safety analyzer brings fast and simple automated testing in the form of a portable analyzer for biomedical and clinical engineering professionals that perform electrical safety testing on medical equipment both in the field and in facilities.</p> <p>Technical Specification</p> <p>Leakage current: AC + DC, AC only, DC only</p> <p>Mode of operation: Auto, Manual, ECG, Respiration simulation</p> <p>Measurements: Earth resistance, leakage, ECG, respiration, DTU (Equipment under test) current,</p> <p>Voltage Range (mains voltage): Single phase (220 Vac \pm 10, 50Hz) and three phase (380Vac \pm 10,50Hz) and Accuracy: \pm 2 %</p> <p>Leakage tests: ground wire, chassis, lead to ground or to patient, lead to ground, lead to lead, lead to isolation, direct equipment, direct applied part, alternative equipment, alternative applied part and point to point.</p> <p>Insulation resistance test: range, source test voltage, insulation resistance test,</p> <p>Earth Resistance</p> <p>Test current: > 200 mA ac</p> <p>Ranges: 0 Ω to 2 Ω</p> <p>Accuracy: \pm 1 %</p> <p>Equipment Current:</p> <p>Range: 0 A to 20 A</p> <p>Accuracy: \pm 5 %</p> <p>Leakage Current:</p> <p>Ranges: 0 μA to 5000 μA</p> <p>ECG performance: Ranges: 30 BPM to 250BPM and Accuracy: \pm 1BPM</p> <p>Respiration: Ranges: 0-100RR and Accuracy: \pm 1RR</p> <p>Housing: Metal case or high impact plastic</p> <p>Should supplied with all necessary accessories.</p> <p>Operating temperature: 10 $^{\circ}$C to 32 $^{\circ}$C, Operating humidity 10 % to 85 % non-condensing</p> <p>Certification: The product Should have IEC62353-60601-1/ANSI/AAMI ES-1/ISO or equivalent quality certification.</p> <p>Warranty: Two-year warranty</p> <p>Documentation: Users and service manual in English Language should be included with calibration certificates and SOP.</p> <p>Certification: The product Should have FDA/CE/ISO or equivalent quality certification</p> <p>Warranty: One year warranty</p> <p>Documentation: Users and service manual in English Language should be included</p> <p>NB: Price quotation includes users and Maintenance on-site training for three Biomedical Engineers</p>	

8.2. Gas flow analyzer and ventilator tester

No	Item	Quantity
8. 2	Gas Flow Analyzer and Ventilator tester	2
	<p>Description</p> <p>Gas flow analyzers and ventilator testers are used by biomedical professionals to test gas flow and respiratory medical equipment, including Ventilators and Anesthesia machine to measure Volume, pressure and flow.</p> <p>Specifications</p> <p>Measures of breath parameters: Inspiratory tidal volume, Expiratory tidal volume, Minute volume, breath rate, I: E, PIP, Inspiratory pause pressure, mean airway pressure, PEEP, Lung compliance, inspiration time, expiration time, peak inspiration time and peak expiration time.</p> <p>Gas corrections: ATP (ambient temp/pressure, actual humidity), ATPD (ambient temp/pressure, dry) Nitrogen (N2), ATPS (ambient temp/pressure, saturated), STP or STPD21 (21 °C temp/pressure 760 mmHg, dry), BTPS (body temp 37 °C/ambient pressure 760 mmHg, saturated) and BTPD (body temp 37 °C/ambient pressure 760 mmHg, dry)</p> <p>Types of tests:</p> <p>Flow range: 0 to ± 200 slpm (Standard liter per minute) , $\pm 2\%$ accuracy</p> <p>Volume range: ± 100 l , $\pm 2\%$ accuracy</p> <p>High pressure range: -0.8 to 10 bar, $\pm 2\%$ accuracy</p> <p>Differential low-pressure range: ± 160 mbar, $\pm 0.5\%$ accuracy</p> <p>Airway pressure range: ± 160 mbar, $\pm 0.5\%$ accuracy</p> <p>Barometric pressure range: 550 to 1240 mbar % accuracy</p> <p>Temperature measurement range: 0 to 50 °C</p> <p>Humidity measurement range: $\pm 3\%$ RH (20 to 80 % RH)</p> <p>Oxygen: 0 to 100 % , $\pm 3\%$ accuracy</p> <p>Operating Temperature: 10°C to 32 °C</p> <p>Operating Maximum Humidity: 80 % relative humidity up to 31 °C, decreasing linearly to 50 % relative humidity at 45°C.</p> <p>Altitude: Up to 3000m</p> <p>Power supply: 240 V input, with rechargeable battery</p> <p>Interface: RS232 bi-directional interface/ USB</p> <p>Should supplied with all accessories.</p> <p>Housing: Metal case or high impact plastic</p> <p>Certification: The product Should have IEC /CE/CSA or equivalent quality certification.</p> <p>Warranty: One-year warranty</p> <p>Documentation: Users and service manual in English Language should be included with calibration certificates and SOP.</p>	

Annex B: Service Level Agreement Requirements (if applicable)

Fill table, as appropriate if applicable

Table 4: Service level agreement

1	Committed response/resolution time for major problems (e.g., system faults, and errors)	
2	Committed response/resolution time for minor problems (e.g., system warnings)	
3	After-sale services provided – the commitment to Annex B1	
4	Contact information	
5	Capacity for after-sale services (hours, size of workforce; if multiple, please list separately for each office and function)	Hours: Size of the workforce:
6	Location of after-sale service teams	

Any changes or deviations to the above should be described in detail, in the bid response. Note that the SLA can also be used for repairs outside the maintenance schedule.

Section 5b: Other Related Requirements

Further to the Schedule of Requirements in the preceding Table, Bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfillment of the requirements: [check the condition that applies to this IFB, delete the entire row if the condition is not applicable to the goods being procured]

Table 5: Other related requirements

Delivery Term [INCOTERMS 2020] ⁴	DAP
Exact Address of Delivery	EPSS Central Warehouse
Mode of Transport Preferred	Air
Preferred Freight Forwarder, if any ⁵	
Customs, if required, clearing shall be done by:	
Payment Terms	
Conditions for Release of Payment	<input type="checkbox"/> Inspection upon arrival at destination <input type="checkbox"/> Written Acceptance of Goods based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	English

⁴ Bidders should Provide a Packing List with items, weights and dimensions per pallet (as applicable) as well as a Detailed Packing List with aggregate quantities per item, weights and dimensions as well as shipping conditions applicable to the items (i.e. temperature control, special instructions around loading, or hazardous goods declarations) and all batch numbers and quantities. Supplier is required to comply with packaging and shipping instructions related to the INCOTERM.

⁵ A factor of the Incoterms stipulated in the IFB. The use of CHAI preferred freight forwarder may be considered for purposes of ensuring forwarder's familiarity with procedures and processing of documentary requirements applicable when clearing with customs authority of the country of destination.

Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS.

Technical Bid

Table 6: Returnable Bidding Forms/Checklist

Have you duly completed all the Returnable Bidding Forms?	
Form A: Bid Submission Form	<input type="checkbox"/>
Form B: Vendor/Bidder Details Form	<input type="checkbox"/>
Form C: Joint Venture/Consortium/ Association Information Form	<input type="checkbox"/>
Form D: Qualification Form	<input type="checkbox"/>
Form E: Format of Technical Bid/Bill of Quantities	<input type="checkbox"/>
Form G: Form of Bid Security	
[Add other forms as necessary]	<input type="checkbox"/>
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>

Price Schedule/Financial Proposal

Form F: Price Schedule/Financial Proposal Form	<input type="checkbox"/>
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Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
IFB reference:	[Insert IFB Reference Number]		

We, the undersigned, offer to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert IFB Reference Number] and our Bid. We hereby submit our Bid, which includes this Technical Bid and Price Schedule.

Our attached Price Schedule is for the sum of [Insert amount in words and figures and indicate currency].

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists.

have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.

have no conflict of interest in accordance with Instruction to Bidders Clause 4;

do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);

have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;

undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the CHAI.

We offer to supply the goods and related services in conformity with the Bidding documents, including the CHAI General Conditions of Contract and in accordance with the Schedule of Requirements and Technical Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should CHAI accept this Bid.

Name: _____

Title: _____

Date: _____

Signature: _____ [Stamp with official stamp of the Bidder]

Form B: VENDOR/BIDDER DETAILS Form **Table 8: Vendor/Bidder details form**

Registered Company Name	[Complete]
Company Registration Number	[insert vendor number]
Year of registration	[Complete]
Area of Business (Mark "x" your area of business engagement in the box)	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Distributor <input type="checkbox"/> Other: [insert Area of business]
Local address (HQ)	[Complete]
Phone	Telephone number: [Complete]
Contact person that CHAI may contact for requests for clarifications during Bid evaluation	Name and Position: [Complete] Telephone numbers: [Complete] Email: [Complete]
Bidder's Authorized Representative Information	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]
Years in Business	[Complete]
Quality Assurance Certification (e.g., ISO 9001 or Equivalent) (If yes, provide a Copy of the valid Certificate):	[Complete]
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	[Complete]
Countries of Operation: Previous export experience to Ethiopia (please describe and list any relevant registrations, qualifications, licenses, attaching copies of each to IFB)	[Complete]
Client Portfolio	[complete]
Tax Identification Number	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert tax identification number]
Local Agent formally Registered in Ethiopia	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Name and Position: [Complete] Telephone numbers: [Complete] Email: [Complete]
Bid Security 2%, in Ethiopian Birr ⁶	[complete]

⁶ Birr is accepted only for CPO

<p>Please attach the following documents:</p>	<p>Company Profile, including printed brochures and product catalogues relevant to the goods and/or services being procured.</p> <p>Business Registration</p> <p>Tax Registration evidencing that the Bidder is updated with its tax payment obligations.</p> <p>Trade name registration papers, if applicable</p> <p>Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards, and citations received by the Bidder, if any</p> <p>Patent Registration Certificates, if any of technologies submitted in the Bid is patented by the Bidder.</p> <p>Certification or authorization to act as Agent on behalf of the Manufacturer, or Power of Attorney.</p> <p>CVs of the technical staff</p> <p>Years of experience and witnesses from of the client on piping works</p> <p>Renewed Ethiopian Ministry of Trade and license registration certificate in related field of work</p> <p>FDRE public Procurement & Property Administration Agency License</p> <p>EFDA License</p> <p>Tax registration and Clearance certificate</p> <p>Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country</p>
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Form C: Joint Venture/Consortium/Association Information Form If the SLA is to be managed or provided by 3rd party, describe nature of partnership, and provide details for all partners involved

Table 9 JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION FORM

Name of Bidder:	[Insert Registered Company Name of Bidder]	Date:	Select date
IFB reference:	[Insert IFB Reference Number]		

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information (address, telephone numbers, fax numbers, e-mail address)	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed
1	Name of Partner: [Complete] Address: [Complete] Telephone numbers: [Complete] Fax numbers: [Complete] Email: [Complete]	[Complete]
2	Name of Partner: [Complete] Address: [Complete] Telephone numbers: [Complete] Fax numbers: [Complete] Email: [Complete]	[Complete]
3	Name of Partner: [Complete] Address: [Complete] Telephone numbers: [Complete] Fax numbers: [Complete] Email: [Complete]	[Complete]

Name of Leading Partner (with authority to bind the JV, Consortium, Association during the IFB process and, in the event a Contract is awarded, during contract execution)	[Complete]
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Nature of Partnership	[Complete]
Company Registration Number	[Complete Company Registration Number]
Contact Person	Name and Position: [Complete] Telephone numbers: [Complete] Email: [Complete]
Years in Business	[Complete]
Quality Assurance Certification (e.g., ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	[Complete]
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	[Complete]
Countries of Operation: Previous export experience to target countries (please describe and list any relevant registrations, qualifications, licenses, attaching copies of each to ITB)	[Complete]
Client Portfolio	[complete]

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐ Letter of intent to form a joint venture OR ☐ JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable for the fulfillment of the provisions of the Contract.

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Form D: Eligibility and Qualification Form -

Table 10 ELIGIBILITY AND QUALIFICATION FORM

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
IFB reference:	[Insert IFB Reference Number]		

If JV/Consortium/Association, to be completed by each partner.

History of Non-Performing Contracts

<input type="checkbox"/> Non-performing contracts did not occur during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 3 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (in US\$)	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience (if applicable)

Please list only previous similar assignments completed in the last 3 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by CHAI.

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Table 11 Previous Relevant Experience

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken

Bidders may also attach their own Project Data Sheets with more details for assignments above.

☐ Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Table 12 Financial Standing

Annual Turnover for the last 3 years	Year 2022	USD
	Year 2023	USD
	Year 2024 (to date)	USD
Latest Credit Rating (if any), indicate the source		

Financial information (in US\$ equivalent)	Historic information for the last 3 years		
	Year 1 (2022)	Year 2 (2023)	Year 3 (2024 to date)
	Information from Balance Sheet		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	Information from Income Statement		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

☐ Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
- Historic financial statements must be audited by a certified public accountant;
- Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

Form E: Format of Technical Bid

Table 13: FORMAT OF TECHNICAL BID

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
IFB reference:	[Insert IFB Reference Number]		

The Bidder's Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder's qualification, capacity and expertise

- 1.1 General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).
- 1.2 Relevance of specialized knowledge and experience on similar engagements done in the region/country.
- 1.3 Quality assurance procedures and risk mitigation measures.
- 1.4 Organization's commitment to sustainability.

SECTION 2: Scope of Supply, Technical Specifications, and Operational-Related Services

This section should demonstrate the Bidder's responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

- 2.1 A detailed description of how the Bidder will deliver the required goods and services, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
- 2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
- 2.3 The bid shall also include details of the Bidder's internal technical and quality assurance review mechanisms.
- 2.4 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
- 2.5 Demonstrate how you plan to integrate sustainability measures in the execution of the contract.

Table 14: Bidder declaration for goods and services to be supplied

Goods and services to be Supplied	Technical Specifications	Bidder's Response				
		Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate /Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Comments
		Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Specifications for selected medical device spare						

parts and biomedical maintenance workshop tools and analyzers						
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Table 15: Bidders declaration for related services and requirement

Other Related services and requirements <i>(based on the information provided in Section 5b)</i>	Compliance with requirements		Details or comments on the related requirements
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>	
Delivery Terms			
Warranty			
Service Level Agreement Requirements			

SECTION 3: Management Structure and Key Personnel

- 3.1 Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.
- 3.2 Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the scope of goods and/or services.

FORM F: Price Schedule / Financial Proposal Form

Table 16: PRICE Schedule / FINANCIAL PROPOSAL FORM

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
IFB reference:	[Insert IFB Reference Number]		

The Bidder is required to prepare the Price Schedule following the below format. The Price Schedule/Financial Proposal must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Any estimates for cost-reimbursable items, such as travel of experts and out-of-pocket expenses, should be listed separately.

A. Summary of Price Schedule/Financial Propose

Table 17: Summary of Financial Proposal (For each lot)

Financial requirements							
Import/pre-import Grantee							
Facility Name:							
No.	Item/Spares list	Manufacturer	Brand	Model	Quantity	Unit Price	Amount (USD) ⁷
1	Cost of spare parts and biomedical tools and analyzers						
Sub-to							
1	Cost of delivery to EPSS central warehouses (shipping, inland transportation, and others till the EPSS central warehouse						
2	Technical and operational training for three professionals, local						
3	Warranty						
4	After Sales Services						
Subtotal							
Total amount before VAT/TOT							
Grand total amount including VAT/TOT							

Table 18: List of Spare parts and Accessories used during and after the warranty period⁸

List of required spare parts and accessories for spare parts and biomedical tools and analyzers, if applicable				
List of required Spare parts	Unit	Quantity	Unit Price (USD)	Remark

⁸ The winner bidder should secure company recommended list of spare part and accessories during the warranty period for free and after warranty period with fixed price in USD. This has to be attached with the Purchase Order

FORM G: Form of Bid Security

Bid Security must be issued using the official letterhead of the Issuing Bank.

Except for indicated fields, no changes may be made on this template.

To: CHAI

[Insert contact information as provided in Data Sheet]

WHEREAS [Name and address of Bidder] (hereinafter called "the Bidder") has submitted a Bid to CHAI dated [Click here to enter a date](#), to execute goods and/or services [Insert Title of Goods and/or Services] (hereinafter called "the Bid"):

AND WHEREAS it has been stipulated by you that the Bidder shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security if the Bidder:

- a) Fails to sign the Contract after CHAI has awarded it;
- b) Withdraws its Bid after the date of the opening of the Bids;
- c) Fails to comply with CHAI's variation of requirement, as per ITB instructions; or
- d) Fails to furnish Performance Security, insurances, or other documents that CHAI may require as a condition to rendering the contract effective.

AND WHEREAS we have agreed to give the Bidder such Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Bidder, up to a total of *[amount of guarantee] [in words and numbers]*, such sum being payable in the types and proportions of currencies in which the Price Bid is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of *[amount of guarantee as aforesaid]* without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

This guarantee shall be valid up to 28 days after the final date of validity of bids.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Signature: _____

Name: _____

Title: _____

Date: _____

Name of Bank _____

Address _____

[Stamp with official stamp of the Bank]

1. GENERAL AND SPECIAL CONDITIONS OF CONTRACT (GCC & SCC)

1.1. General Conditions of Contract (GCC)

Contract Award and Execution	<ul style="list-style-type: none">• The successful bidder must sign the contract within 15 days of receiving the award notification.• Failure to sign the contract within the stipulated time may result in cancellation and an award to the next eligible bidder.
Performance Security	<ul style="list-style-type: none">• The awarded bidder must provide a performance security bond amounting to 10% of the contract value within 15 days of contract signing.
Quality Assurance	<ul style="list-style-type: none">• All goods and services delivered must meet the required specifications in the IFB.
Payment Terms	<ul style="list-style-type: none">• Payments will be made in accordance with the CHAI payment policy.
Contract Termination	<ul style="list-style-type: none">• The contract may be terminated due to non-compliance, breach of contract, or force majeure.

1.2. Special Conditions of Contract (SCC)

Warranty and After-Sales Support	<ul style="list-style-type: none">• A minimum warranty period of three years is required.
Confidentiality	<ul style="list-style-type: none">• The contractor must maintain confidentiality regarding sensitive information.
Force Majeure	<ul style="list-style-type: none">• Neither party shall be held liable for delays caused by unforeseen events such as natural disasters.
Dispute Resolution	<ul style="list-style-type: none">• Any disputes will be settled through arbitration under Ethiopian Laws.

FINAL REMARKS

Bidders are encouraged to read and understand all sections of this document before preparing their proposals. Any misrepresentation or failure to comply with the stated requirements may result in disqualification.