



REQUEST FOR QUOTATION (RFQ)

RFQ No. ASLM/EQUIP/MED/07/10/24

FOR THE SUPPLY & DELIVERY OF MEDICAL CALIBRATION EQUIPMENT (MALAWI AND UGANDA)

CLOSING DATE: 26 JULY 2024

When replying to the RFQ, please mention the RFQ No in the subject line

1.0 INTRODUCTION

The African Society for Laboratory Medicine (ASLM) is a Pan-African professional body, working to advocate for the critical role and needs of laboratory medicine and networks throughout Africa. For more information, please visit our website at <https://aslm.org>.

2.0 REQUIREMENTS AND SPECIFICATIONS

ASLM would like to solicit quotations for the supply and delivery of calibration equipment from reputable companies:

Please refer to detailed specifications on Appendix #1: Malawi and Appendix # 2: Uganda

Physical Office Address: *Joseph Tito Street, Nega City Mall, Suite 800, P.O.Box 5487 Kirkos Subcity, Kebele 08, Addis Ababa, Ethiopia (+251) 11-557-1021*

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Please provide quotation for Malawi and Uganda separately.

For the quoted items, please provide a colour brochure.

Incoterm: CIP: Lilongwe, Malawi and Kampala, Uganda

Bidders are required to indicate realistic delivery period in their quotations. The items are time sensitive.

3.0 MANDATORY REQUIREMENTS

- Company profile with Certificate of Incorporation, Tax Clearance and all other applicable licenses, permit, authorizations, affiliations and certifications required per applicable laws and regulations. The company profile should provide additional information such as Registration name and trading name if applicable, physical address, telephone, contact person, period in business, key personnel/management and line of business.

4.0 EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS

The selection method for this RFQ is **Lowest Price Technically Acceptable** (LPTA). This entails that ASLM will select or award the lowest bidder who meet the specifications provided. Bidders are advised and cautioned against under-pricing their bids with the intention of supplying sub-standard vehicles or alternatively to seek price variation after the award of the contract.

5.0 CONTRACT TYPE

For this procurement, ASLM will issue out a Purchase Order on its terms and conditions indicating the supplier's quoted firm fixed price, description of the item(s), quantity, delivery location(s) and other instructions.

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6.0 SUBMISSION REQUIREMENTS

Completed bids must be addressed to the Procurement Committee and send electronically on or before the closing date and time to rfpsubmission@aslm.org **ONLY**.

7.0 PROPOSED TIMELINES

Date	Activity
9 July 2024	Release of RFQ and publicly posted on ASLM website:
17 July 2024	Deadline for submission of inquiries related to this RFQ directed to Email to: JShonhe@aslm.org ; SMate@aslm.org ; VHarawa@aslm.org and all questions must clearly identified with the solicitation #
	Indicate the RFQ number indicated at the top of this RFQ (i.e. RFQ #) in your proposals.
18 July 2024	Response to all inquiries released and posted publicly on ASLM website
26 July 2024	Deadline for Proposal submission.
1 August 2024	Final decision announced and Bidders receive feedback
1 August 2024	Contract confirmed & issued out.

While ASLM is desirous of maintaining the proposed timelines, delays necessitated by unforeseen circumstances.

Appendix # 1: Calibration Equipment Malawi

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. Set of E1 Mass

- **Specifications:**
 - Material: Non-magnetic stainless steel
 - Accuracy: E1 class according to OIML R111
 - Range: 1 mg to 20 kg
 - Calibration Certificate: ISO/IEC 17025 accredited calibration

2. Timer Calibrator X 1

- **Specifications:**
 - Accuracy: ± 10 ppm
 - Frequency Range: 1 Hz to 20 kHz
 - Display: 6-digit resolution
 - Functions: Time interval, frequency, period, and totalize
 - Interface: RS-232 or USB for data logging and control

3. Biosafety Validation Tools

- **Specifications:**
 - Particle Counter: Size range 0.3 to 25 μm , flow rate 1.0 CFM
 - Aerosol Generator: Adjustable output with constant output rate
 - Smoke Generator: High-visibility, non-toxic, and odorless smoke
 - Airflow Measurement: Accuracy of $\pm 2\%$ of reading or ± 0.02 m/s

4. 4-Channel Thermocouple Thermometer with Data Logging (x2)

- **Specifications:**
 - Channels: 4 independent channels
 - Temperature Range: -200 to 1372°C (-328 to 2501°F)
 - Accuracy: $\pm 0.3^{\circ}\text{C}$ or $\pm 0.5\%$
 - Data Logging: Internal memory with USB interface
 - Display: Large backlit LCD with graphing capability

5. Thermal Calibrator X 1

- **Specifications:**
 - Temperature Range: -35°C to 650°C
 - Stability: $\pm 0.05^{\circ}\text{C}$
 - Uniformity: $\pm 0.1^{\circ}\text{C}$
 - Resolution: 0.01°C
 - Interface: RS-232 or USB for data communication

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6. Blood Pressure Machine Calibrator X 1

- **Specifications:**
 - Pressure Range: 0 to 300 mmHg
 - Accuracy: $\pm 0.1\%$ full scale
 - Display: High-resolution digital display
 - Features: Automated calibration routines, memory for storing results
 - Interface: USB and RS-232 for data export

7. Dry Block Calibrator X 1

- **Specifications:**
 - Temperature Range: -25°C to 650°C
 - Stability: $\pm 0.05^{\circ}\text{C}$
 - Uniformity: $\pm 0.1^{\circ}\text{C}$
 - Heating/Cooling Rate: Fast heat-up and cool-down
 - Interface: USB, RS-232, and Ethernet for data logging and remote control
 - Display: High-resolution color touch screen

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Appendix # 2: Calibration Equipment Uganda

1. Hot Wire VelociCalc Air Velocity Meter with Articulated Probe and Basic Data Logging,
Resolution 0.1. **Quantity (5).**

2. Platinum Resistance Thermometer High Accuracy Thermometers
Resolution 0.001. **Quantity (5).**

3. Environmental Thermometer
Accuracy Resolution 0.1. **Quantity (5).**

4. Pressure temperature data logger for autoclave calibration
PR Temp 140 Autoclave Pressure and Temperature Data Logger. **Quantity (5)**

5. Platinum Resistance Thermometer
Resolution 0.001. **Quantity (5).**

6. Stopwatch
Resolution 0.001s. **Quantity (5)**

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8.0 ASLM TERMS AND CONDITIONS

The following are the terms and conditions of ASLM and any exceptions to these should be noted in writing at submission:

8.1. This RFQ is not an offer to enter into agreement with any party, but rather a request to receive proposals from companies interested in providing the goods or services outlined in this RFQ.

8.2. The specifications prescribed are not in any way limited to any specific tenderer as they are based on generally achievable requirements and thus, participation in this solicitation is open to all legal vendors that are registered and comply with the laws of doing business in the applicable country(ies) where services will be rendered. The necessary legal, commercial, technical and financial requirements should be satisfied.

8.3. ASLM does not bind itself to accept the lowest tender price and reserves the right to reject all submissions, in whole or in part, enter into negotiations with any party, and/or award multiple contracts.

8.4. ASLM reserves the right (but is not under obligation to do so) to enter into discussions with one or more respondents in order to obtain clarifications or additional details, to suggest service delivery refinements in the proposal or other aspects of the proposal, or to negotiate the cost quotation.

8.5. All quotations **MUST** be typed, on company official letterhead with full contact details including physical address, contact phone, email. Submissions **MUST** be received on or before the **closing date and time** and all bids received after the closing date and time may not be considered.

8.6. ASLM shall NOT be responsible for any costs involved in the preparation and submission of bids or proposals. All costs to be borne by the bidder and this is irrespective of the outcome.

8.7. Bid validity of quotation/proposals shall be 90 days.

8.8. Unless otherwise specified in the final contract, full payment will be made by ASLM to the Vendor within 30 days of receipt of invoice from the Vendor and either delivery of goods or completion of required deliverable.

8.9 ASLM provides an equal opportunity for any vendor/supplier to participate irrespective of race, colour, religion, sex, or national origin and will receive equal treatment.

8.10. By participating, preparation and submitting this quotation or proposal, you represent that none from your organization has any conflict of interests.

8.11. To the maximum extent practical and possible, ASLM will strive to ensure that the finances provided in this procurement do not support organisations, companies and individuals associated with acts of terrorism, prostitution and drug trafficking.

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8.12. ASLM reserves the right to delay, amend, reissue, or cancel all or part of this RFQ at any time but feedback will be provided to the vendors who participated. Additionally, ASLM will be under no obligation to reveal, or discuss with any bidder how a quotation/proposal was assessed, or to provide any other information relative to the selection process. Respondents whose quotations are not selected will be notified in writing and shall have no claim whatsoever for any kind of compensation.

8.13. ASLM reserves the right to waive or permit cure of non-material variances in the bid proposal if, in the judgment of ASLM, it is in ASLM's best interest to do so. Non-material variances include minor informalities that do not affect responsiveness; that are merely a matter of form or format; that do not change the relative standing or otherwise prejudice other vendors; that do not change the meaning or scope of the RFQ; or that do not reflect a material change in the services. In the event ASLM waives or permits cure of nonmaterial variances, such waiver or cure will not modify the RFP requirements or excuse the vendor from full compliance with RFP specifications or other contract requirements if the vendor is awarded the contract. The determination of materiality is in the sole discretion of ASLM.

8.14. Failure to provide any of the above specifications and requirements may be considered non-responsive and disqualify the bidder from final selection.

8.15. As part of its commitment to engrain a culture of honesty and integrity in all its business processes, unethical conduct such as undisclosed conflict of interests, bribes and kickbacks and other corrupt activities are strictly prohibited and denounced. No employees at ASLM are allowed to use their position to pursue personal and unethical gain. In the same vein, bidders or potential suppliers and contractors are proscribed from offering bribes aimed at influencing the process and the outcome(s). ASLM implore vendors to embrace this culture in their interactions with us. Violation of this ethical principle and requirement will result in the supplier or service provider disqualified and ASLM will not solicit or accept bids in the future from the same. Should you experience or suspect unethical behaviour by an ASLM employee, please reach out to via email: ASLM@tips-offs.com or through the website: <http://www.tip-offs.com/>.

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