

INTRODUCTION

This document has been prepared for the purchase of all types of Medical Equipment.

The procedures of this document shall be subjected to the approved laws in Iraq and the (Dissolved) Coalition Provisional Authority Order No. No. 87 of 2004, or any superseding law, the instructions of implementing the effective government contracts and the contacts attached thereto.

Model Tender Documents for specialized sectors

((HEMODIALYSIS NATIONAL PROJECT/ SURVICE
PURCHASING/ Expansion))
Muthana Health Directorate

Contracting Entity: [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA)]

Project/Tender name: [Hemodialysis National Project/ Expansion 55/2023/85]

Project/ Tender Ref. No.: [Equipment Supplying Contracts arranged according to the M.O.H Current Budget]

Date: issued on [26-6-2023]

Letter of Invitation / Declaration (General Tender)

To Messers

Subject/ *Hemodialysis National Project Service Purchasing/ Expansion/ Muthana Health Directorate*
Tender no.: 55/2023/85

IFB Number: 91

The [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA)] now invites sealed bids from eligible bidders for: *Hemodialysis National Project Service Purchasing/ Expansion related to Muthana health directorate (Build one center in AlHussein hospital)* at Qty (210000/ two hundred ten thousand dialysis, machine Qty (70/ seventy units) noticing the following:

1. Eligible bidders who wish to get additional details, they can contact with (Ministry of Health / The State Company. for Marketing Drugs & Medical Appliances (KIMADIA)/ Dep. Of DGMI & General relations/ Fifth floor-center of MOH, Email: dg@kimadia.gov.iq, dg1@kimadia.gov.iq, dg2@kimadia.gov.iq, www.kimadia.gov.iq from 8:30 to 2:30 (during official work time) as it is declared in bidders instructions.
2. Qualifications requirements including: (legal , technical & financial requirements as they are stated in sectorial standard bidding documents).
3. The interested bidders may purchase the bid documents after submitting a written application to the set out address in the Bid Data Sheet and upon payment of a fees[Tenders will be purchased at the state company for marketing drugs and medical appliances (Kimadia)/ financial department/ 6th floor , for the amount of one million IRAQI DINARS) for the bid values one million USD or less and (two million, IRAQI DINARS for the bid value more than one million USD, otherwise the offer will be neglected.]
 - Bidding documents for medical & service equipment purchasing fees: (\$ 500) (five hundred USD).
 - bidding documents purchasing fees will be returned to the bidders in following two cases:
 - a) In case the bid will be canceled & changing the execution method to be whether direct invitation or monopolistic.
 - b) In case the bid will be canceled in previous year & be re- announced in new number .
 - offers which are delivered by DHL, the bidder should pay the A/M amount & it will be accepted after closing date on condition that will be before starting studying the offers , otherwise , the offer will be neglected.
 - the bidder has the right to submit the former purchase voucher in re-invitation (tender) with its documents In case the prices have been amended ,the bidder will pay the differences in prices in case the prices are increasing & should attached the offers with the first & second vouchers.
4. Bids shall be delivered to the following address :[The address referred to above is: [Ministry of Health/ The State Company. for Marketing Drugs & Medical Appliances (KIMADIA)/ 6th floor / receiving & opening offers committee / Bab Al-Moa'adham- Baghdad, Iraq TEL: 4157667,Mobil No. 07705419074 Operator No.4158401,5,7,8] on or before [16/7/2023]. Late bids will be rejected and bids will be opened in the presence of bidders or their representatives who desire to attend at the following address [Ministry of Health/ The State Company. for Marketing Drugs & Medical Appliances (KIMADIA) / 6th floor / receiving & opening offers committee / Bab Al-Moa'adham- Baghdad, Iraq TEL: 4157667,Mobil No. 07705419074, Operator No.4158401,5,7,8] at [17/7/2023].

[Signature]

Pharmacist: Ahmed Sami AbdulSattar
Title: Director General- Chairman of Management Board

Contents

Part one- Contracting Procedures

It contains the following sections:

Section one: Instructions to Bidders

This section provides the information necessary for Bidders to prepare and submit responsive bids that meet the Contracting Entity's requirements. It also provides information on how to bid, open, evaluate and award bids. The first section contains provisions that shall be used without amendment.

Section Two: Bid Data Sheet

This section contains provisions concerning the supply process that supplement what is stated in Section one.

Section Three: Evaluation and Qualification Criteria

This section defines the criteria used to determine the least-cost bid, and the qualification requirements that the bidder possesses to complete the Contract.

Section Fourth: Bidding Forms

This section includes the bidding forms, and the Price Schedule, to be submitted therewith.

Section Five: Qualified Countries

This section includes information about the qualified countries.

Part two - Contracting Requirements

This Part contains the following section:

Section Sixth: List of contracting requirements

This Section contains the List of Goods and Related Services, the Delivery and Completion criteria Schedules, the Technical Specifications and the Drawings that describe the (Medical Appliances) and Related Services thereto, to be supplied

Part three: Contract conditions and forms

Section Seventh. General Conditions of Contract (GCC)

This Section contains the general clauses, to be applied in all contracts. The provisions of clauses included in this section can not be amended.

Section Eighth. Special Conditions of Contract (SCC)

This Section contains clauses specific to each contract that modify or supplement the general conditions of the contract, included in section SEVEN.

Section Ninth: Contract Documents

This Section contains the contract form, which, once completed, incorporates any corrections and modifications to the accepted Bid relating to amendments permitted by the Instructions to Bidders, the General Conditions of Contract, and the Special Conditions of Contract.

Part one: - Contracting Procedures

Section one - Instructions to Bidders

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Instructions to Bidders

A. General

1. Scope of tender	<p>1.1 The Contracting Entity, as specified in the Bid Data Sheet (BDS) and in the Special Conditions of Contract (SCC), invites bids for the supply of (Medical Appliances) as specified in the Bid Data Sheet and Schedule of Requirements.</p> <p>The contract shall be financed from the amounts allocated in the budget specified in the Bid Data Sheet.</p> <p>1.2 The following terms will have the meanings specified in these tender documents: “writing” means any written or printed communication including the book/ letter that is received by hand, or telex and fax; “today” means a sun day; the singular also means the plural.</p>
2. Fraud and Corruption	<p>2.1 The Contracting Entity policy requires that bidders, suppliers, and contractors, their subcontractors and their staff shall observe the highest standard of ethics during the procurement and execution of contracts for achieving this policy:</p> <p>(a) The contracting entity adopts the definition of "corruption and fraud" according to the relevant and in force Iraqi laws. For the purpose of this article, the contracting entity will also be guided by definitions of terms as defined here below:</p> <p>(1) “corrupt practice” shall mean the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;</p> <p>(2) “fraudulent practice” shall mean any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;</p> <p>(3) “collusive practice” shall mean an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;</p> <p>(4) “coercive practice” shall mean impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;</p> <p>(5) “obstructive practice” shall mean:</p>

	<p>(5.1) Deliberate destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Contracting Entity's investigation into allegations of a corrupt, fraudulent, coercive or collusive practice in accordance with the applicable Iraqi laws; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or</p>
	<p>(5.2) The acts intended to materially impede or obstruct the exercise of inspection and audit rights provided for under Sub-Clause 2.1 (d) below in accordance with the applicable Iraqi laws.</p>
	<p><u>(b)</u> The contacting entity will reject the Bid if it determines in accordance with the applicable Iraqi laws that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question;</p>
	<p><u>(c)</u> The contacting entity will sanction any firm or party (company or person) in accordance with the applicable Iraqi laws, including declaring him/it as uneligible for contract awarding either indefinitely or for a stated period of time if is the competent Iraqi Authorities has determined that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for, or in executing, a Contracting Entity financed contract; and</p>
	<p><u>(d)</u> The contracting entity will have the right to inspect the accounts and records and other documents relating to the bid submission and contract performance of bidders, suppliers, and contractors and their sub-contractors and to have them audited by the competent authorities in accordance to the applicable Iraqi Laws.</p>

B. Tender Documents

3.Content of Tender Documents	<p>3.1 The Tender Documents are those stated below and shall be read in conjunction with any addendum issued in accordance with ITB Clause 5:</p> <p>Section one. Instructions to Bidders (ITB) Section Two. Bid Data Sheet (BDS) Section Three. Evaluation and Qualification Criteria Section Fourth. Bidding Forms Section Five. Qualified Countries Section Sixth. Schedule of Requirements Section SEVEN General Conditions of Contract (GCC) Section EIGHT. Special Conditions of Contract (SCC) Section Ninth Contract Forms</p>
	<p>3.2 The “Invitation for Bids” does not form part of the Tender Documents.</p>
4. Clarification of Tender Documents	<p>4.1 A prospective Bidder requiring any clarification of the Tender Documents shall contact the Contracting Entity in writing or by cable, (the term “cable” is deemed to include electronic mail, telex, or facsimile) at the Contracting Entity’s address indicated in the Bid Data Sheet. The Contracting Entity will respond in writing to any request for clarification, for example, if the announcement period is (15) days, the inquiry shall be not less than (10) days.</p>
	<p>According to the period of advertisement, copies of the Contracting Entity’s response shall be sent to all prospective Bidders who have purchased the Tender Documents, including a description of the inquiry but without identifying its source.</p>
	<p>4.2 In order to maintain the confidentiality of the procedures during the Bid advertisement period, information about the names and addresses of Bidders and their agents shall not be disclosed to any unconcerned party.</p>
5. Amendment of Tender Documents	<p>5.1 At any time prior to the deadline for submission of bids, the Contracting Entity may amend the Tender Documents by issuing Addenda.</p>
	<p>5.2 Any addendum thus issued shall be part of the Tender Documents pursuant to ITB Sub-Clause 3.1 and shall be communicated in writing to all purchasers of the Tender Documents and will be binding on them. Bidders are required to immediately acknowledge receipt of any such amendment, and it will be assumed that the information contained in the amendment will have been taken into account by the Bidder in its bid.</p>
	<p>5.3 To give prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, the Contracting Entity shall extend, at its discretion, the deadline for submission of bids, in which case, the Contracting Entity will notify all Bidders by cable confirmed in writing of the extended deadline. The Contracting Entity shall announce any extension of the deadline for bid submission in same media as was done for the Short Procurement Notice of this tender.</p>

C. Preparation of Bids

6. Eligibility	6.1 This bidding process is to qualified firms from any qualified country in accordance with the applicable Iraqi laws, including the instructions of scientific offices for the year 1999. The Firms may be excluded from bidding if:
	The firms have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if :
	(1) they have a common controlling partner; or
	(2) they receive or have received any direct or indirect subsidy from any of them; or
	(3) they have the same legal representative for purposes of this bid; or
	(4) 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, or influence the decisions of the Contracting Entity regarding this bidding process; or
	(5) a Bidder submits more than one bid in this bidding process, either individually or as a partner in a joint venture. This will result in the disqualification of all such bids. However, this does not limit the participation of a Bidder as a subcontractor in another bid or of a firm as a subcontractor in more than one bid. or
	(6) (6.1) a firm has been engaged by the Contracting Entity to provide specifications, and other documents to be used for the procurement of the (Medical Appliances) described in these Tender Documents by a request of the contacting entity or;
	6.2 The Government staff and Public Sector cannot participate directly or indirectly in Public Tenders
	6.3 A firm declared Black listed or Suspended by the competent authorities shall not be eligible to bid during the period of time determined. A list in this regard is available on the website specified in Bid Data Sheet.
7. Eligibility proving documents (medical appliances) & services and their compliance with the tender documents	7.1 Pursuant to ITB Clause 12, the Bidder shall furnish, as part of its bid, documents establishing, to the Contracting Entity's satisfaction, the eligibility of the (Medical Appliances) to be supplied under the Contract.
	7.2 The eligibility proving documents of the (Medical Appliances) shall consist of a statement in the Price Schedule of the country of origin of the (Medical Appliances) offered that shall be confirmed by a certificate of origin to be issued at the time of shipment and approved by the competent Iraqi authorities in the country of origin; as required by the legislation in force and as stated in the Bid Data Sheet.

	7.3 The proving documents of conformity of (Medical Appliances) as specified in Section Sixth Schedule of Requirements may be in the form of literature, drawings, and data and shall consist of:
	(a) a detailed description of the essential characteristics of the Medical Appliances;
	(b) an item-by-item commentary on the Contracting Entity's Technical Specifications demonstrating substantial responsiveness of the (Medical Appliances) to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications;
	(c) any other documents of the tender as stated in the Bid Data Sheet.
	7.4 Unless the Bid Data Sheet stipulates otherwise, the (Medical Appliances) to be supplied under the Contract shall be registered with the competent authority in Iraq. A Bidder who has already registered its (Medical Appliances) by the time of bidding shall submit a copy of the Registration Certificate with its bid. Otherwise, the successful Bidder, by the time of Contract signing, shall submit to the Contracting Entity either:
	(a) a copy of the Registration Certificate of the (Medical Appliances) for use in the Iraq. OR, if such Registration Certificate has not yet been obtained,
	(b) evidence establishing to the Contracting Entity's satisfaction that the Bidder has complied with all the documentary requirements for registration as specified in the Bid Data Sheet.
	(c) It is permissible to exclude from registration according to the powers of the Minister of Health.
	7.4.1 The Contracting Entity shall at all times cooperate with the successful Bidder to facilitate the registration process within Iraq. The agency and contact person able to provide additional information about registration are identified in the Bid Data Sheet.
	7.4.2 (a) If the (Medical Appliances) of the successful Bidder have not been registered in Iraq at the time of Contract signing, then the Contract shall become effective upon such date as the Certificate of Registration is obtained.
	(b) The Minister of Health may exclude the successful bidder from submitting the medical appliances registration certificate upon signing the contract, in which case the contract shall be valid.
	7.5 For purposes of the commentary to be furnished pursuant to ITB Sub-Clause 7.3 (b) above, the Bidder shall note that standards as well as references to brand names designated by the Contracting Entity in its Technical Specifications are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalog numbers in its bid, provided that it demonstrates to the Contracting Entity's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.
8. Qualifications of the Bidder	8.1 The Bidder shall provide proving documents to establish to the Contracting Entity's satisfaction that:
	(a) the Bidder has the financial, technical, and production capability necessary to perform the Contract, fulfills the Qualification Criteria

	specified in Section Three Evaluation and Qualification Criteria.
	(b) in the case of a Bidder offering to supply (Medical Appliances), identified in the Bid Data Sheet, that the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the manufacturer or producer of such (Medical Appliances) to supply the (Medical Appliances) in Iraq as per format of Manufacturer's Authorization Form in Section Fourth;
	(c) in the case of a Bidder who is not doing business within Iraq (or for other reasons will not itself carry out service/maintenance obligations), the Bidder is or will be (if awarded the Contract) represented by a local service/maintenance provider in Iraq equipped and able to carry out the Bidder's warranty obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
	(d) the Bidder fulfills the qualification criteria listed in the specified in Section Three Evaluation and Qualification Criteria (see additional clauses of Section Three for Medical Appliances).
9. One Bid per Bidder	9.1 Each firm shall submit only one bid as an individual Bidder and in accordance with ITB 6.1.a.
10. Cost of Bidding	10.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Contracting Entity will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
11. Language of Bid	11.1 The bid and all the correspondence and the documents exchanged between the Bidder and the Contracting Entity shall be prepared in the language referred to in the Bid Data Sheet. The Bidder may submit any of the literature related thereto which constitute part of its bid in another language. The texts of the bid language shall be accompanied with an accurate translation. The translation will be adopted for the purpose of interpreting the bid.
12. Documents Constituting the Bid	12.1 The bid submitted by the Bidder shall comprise the following:
	a) The complete Bid Submission Form and Schedule of Prices in accordance with the forms referred to in Section Fourth;
	b) Bid Guarantee (the original copy) in accordance with Article 17 of the Instructions to Bidders (Bid Guarantee);
	c) a writing and enforceable authorization authorization to sign the bid that obligates the bidder;
	d) Documentary evidences in accordance with Article 7 of the Instructions to Bidders, confirming, according to the agreement of the contracting authority, that (medical appliances) are in conformity with the requirements of the tender documents;
	e) Documentary evidences in accordance with Article 8 of the Instructions to Bidders - the bidder's qualifications, confirm, according to the agreement of the contracting authority, that the bidder is eligible to implement the contract if his bid is accepted;
	(f) The bidder's purchase receipt for the bid document;
	(g) The manufacturer's Authorization Form according to the form attached in Section Fourth, if any, in accordance with Article 8.1 (b) of the Instructions to Bidders.

	(h) any other required document shall be specified in the Bid Data Sheet.
13. Bid Submission Form	13.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule provided under Section Fourth indicating the Medical Appliances to be supplied, a brief description of the (Medical Appliances), their country of origin, quantity, and prices.
14. Bid Prices and Discounts	14.1 The Bidder shall quote their prices as per format of Price Schedule provided under Section Fourth all the specified components of prices shown therein. All the columns shown in the Price Schedule shall be filled up as required.
	14.2 The quoted prices for (Medical Appliances) offered for domestic (Medical Appliances) or (Medical Appliances) of foreign origin located in Iraq shall be quoted in the Price Schedule given under Section Fourth (2). The quoted prices for (Medical Appliances) to be imported from abroad, shall be quoted in the Price Schedule given under Section Fourth (3).
	14.3 While filling up the columns of the Price Schedule, the following aspects shall be noted for compliance:
	14.3.1 For domestic (Medical Appliances) or (Medical Appliances) of foreign origin located in Iraq, the prices under column 5 in the corresponding Price Schedule in at Section Fourth (2) shall be entered separately in the following manner:
	Column 5 (a): Prices (medical appliances) that are delivered at the ex-factory / (medical appliances) that are delivered in the ex-showroom / (medical appliances) that are delivered from the warehouse (ex off-the-shelf, depending on the case; These prices should include all fees and taxes (such as sales tax, customs fees, fees for consumables, etc.) paid or paid on the basis of components (medical appliances) and on raw materials used in manufacturing (medical appliances) or assembled which Their prices were determined on the basis of their delivery at the factory, in the showroom, from the warehouse, etc. ... or fees and taxes paid on (medical appliances) of foreign origin that were previously imported, and their prices were determined on the basis of delivery in the showroom etc. These prices also include the shipping and handling costs.
	Column 5(b): Any sales and other taxes and duties like Excise Duty, Sales Tax etc., which will be payable on the (Medical Appliances) in Iraq if the Contract is awarded;
	Column 5(c): Inland Transportation, Insurance, Loading/ Unloading and other incidental costs till to delivery of the (Medical Appliances) to their final destination as specified in the Schedule of Requirements.
	Column 5 (d): prices of secondary services, including installation and the method of operation / use and training at the location of the beneficiaries (end user) as specified in the Schedule of Requirements.
	14.3.2 For (Medical Appliances) offered from abroad, the prices under Column 5 in the corresponding Price Schedule as per format in Section Fourth (3) shall be entered separately in the following manner:
	Column 5(a): The price of (Medical Appliances) quoted CIP at

	port/airport of destination;
	Column 5(b): The price of (Medical Appliances) quoted DDP (Delivery Duty Paid) at End-user site in Iraq as specified in the Schedule of Requirements.
	Column 5(c): The price of Incidental Services including installation, demonstration and onsite training at End-users' site, if applicable, as mentioned in Schedule of Requirements;
	14.3.3 Annual Maintenance Contract (AMC) at End-users' site for the stipulated years after warranty period in the Price Schedule as per format in Section Fourth (4), if applicable as specified in Schedule of Requirements. The cost of AMC may be quoted along with taxes applicable on the date of Bid Opening. The taxes to be paid extra, to be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such taxes and no claim for the same will be entertained later. During AMC contract period the Supplier shall keep sufficient stock of spares required during and will to attend to the break down calls promptly. An UPTIME warranty of 'x'% per year during Annual Maintenance Contract, if applicable, as specified in Section Sixth Schedule of Requirements shall be provided. In such cases if the Down Time exceeds (100-x) % per year during AMC period, it will extend the AMC period by double the down time period.
	14.4 The terms EXW, FCA, FOB, CIF, CIP, DDP, etc., shall be governed by the international rules for interpreting trading terms as prescribed in the current edition of INCOTERMS® published by the International Chamber of Commerce, Paris, (as stipulated in the Bid Data Sheet).
	14.5 The Bidder's separation of price components in accordance with ITB Sub clause 14.3 above will be solely for the purpose of facilitating the comparison of bids by the Contracting Entity and will not in any way limit the Contracting Entity's right to contract on any of the terms offered.
	14.6 Price quoted by Bidder shall be fixed and unchangeable during the currency of the Contract and not subject to any variation on any account.
	14.7 If more than one schedule (or lot) has been specified in Section Sixth Schedule of Requirements, these Tender Documents allow Bidders to quote separate prices for one or more schedules (or lots). The Bidder may quote for one or more schedules (or lots) but are required to quote for all items and its full quantity of the goods of that schedule. The Schedules (or lots) shall be listed and priced separately in the Price Schedules. Bids shall be evaluated for each schedule (or lot) separately.
	14.8 Neglecting the offer based on a reduction of a percentage or a lump sum from any other bids submitted in the tender and not accepting any reservation and any reduction of the price submitted after the closing date of the bidding. The condition of not making changes after the notice of award shall be confirmed. Any letter requesting reduction after the closing date without the request of Kimadia will be neglected and not considered.
15. Bid Currencies	15.1 Prices shall be quoted in the following currencies:
	(a) The Bidder shall express its prices for such (Medical

	Appliances) to be supplied from Iraq in the Iraqi Dinar.
	(b) The Bidder may express the bid price of the (Medical Appliances) to be supplied from abroad as indicated in the Bid Data Sheet.
16. Bid Validity Period	16.1 Bids shall remain valid for the period stipulated in the Bid Data Sheet after the date of bid submission specified in ITB Clause 20. A bid whose validity period is less than required shall be rejected as a bid that does not comply with the conditions.
	16.2 In exceptional circumstances, prior to expiry of the original bid validity period, the Contracting Entity may request that the Bidders extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing. A Bidder may refuse the request without forfeiting its bid Gaurantee. The Bidder agreeing to the request will not be required or permitted to modify its bid, but will be required to extend the validity of its bid Gaurantee for the period of the extension.
17. Bid Gaurantee	17.1 The Bidder shall furnish as part of its bid an unconditional and payable bid guarantee upon first demand of the contracting entity in any of the following formats:
	(a) A letter of credit as per the form attached in Section Fourth,
	(b) A certified cheque
	(c) or any other form specified by the Contracting Entity in the Bid Data Sheet
	The value Bid Gaurantee shall be as stipulated in the Bid Data Sheet and in the Schedule of Requirements in Section Sixth.
	17.2 The bid Gaurantee shall be addressed to the Contracting Entity stating the number and title of the IFB and shall remain valid for a period of 28 days beyond the validity period for the bid, and beyond any extension subsequently requested under Article 16-2 of the instructions to bidders.
	17.3 The bid Gaurantee shall, at the Bidder's option, be in the form of either a Letter of Credit or a Bank Guarantee from an accredited bank in Iraq and in accordance with the instructions of Central Bank of Iraq in the format provided in the Tender Documents or any other form specified by the contracting party in the Bid Data Sheet or Bonds issued by the Republic of Iraq. In the case of Bank Guarantee furnished from the banks outside Iraq, it shall be endorsed and countersigned by accredited bank in Iraq by way of back-to-back counter guarantee.
	17.4 The contracting entity will (on the recommendation of the study and analysis committees) reject any bid that does not accompany it with an acceptable bid guarantee, as the bid does not respond to the conditions.
	17.5 Upon the approval of the Contracting entity, the Contracting Entity has the right to release the Bid Securities of the unsuccessful Bidders that are unlikely to be awarded the Contract before the end of the Bid Validity and after the referral recommendation has been made. In such a case, the Bid Securities of the first three (3) candidates Bidders shall be retained in view of ITB Sub-Clause 38.2.
	17.6 The bid Gaurantee of the successful Bidder will be returned when the Bidder has signed the Contract and furnished the required

	performance Gaurantee.
	17.7 The bid Gaurantee may be forfeited by the contracting authority if:
	(a) if the Bidder withdraws its bid after closing the tender, except as provided in ITB Sub-Clauses 16.2 and 22.3; or
	(b) in the case of a successful bidder, if the Bidder fails within the specified time limit to: (1) sign the contract, or (2) furnish the required good performance Gaurantee.
	c) If an unsuccessful bidder submits a complaint or objection in accordance with Article 36 of the Instructions to the bidders, and it becomes clear to the competent authorities that this complaint or this objection was for wrong or unjustified reasons; The value of the damages resulting from this delay in signing the contract will be compensated according to Iraqi laws and procedures in force
	17.8 If the bid Gaurantee is not provided by some Bidders, due to exemption provided by the Iraqi applicable laws, as in the case of Public Companies or others as specified in Bid Data Sheet Sub-Clause 17.1, and
	a) if such a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Submission Form after closing the tender, except as provided in ITB Sub-Clause 16.2, or
	b) if such a Bidder is nominated as a successful Bidder and fails to: sign the Contract in accordance with ITB Clause 37; or furnish a performance Gaurantee in accordance with ITB Clause 38;
	the Contracting Entity may, if provided for in the Bid Data Sheet, declare the Bidder disqualified to be awarded a contract by the Contracting Entity and proceed with the administrative actions as stated in the Bid Data Sheet.
18. Bid Form and Signature	18.1 The Bidder shall prepare an original of the bid, and may include a compact disk of the technical offer. The financial offer shall be submitted in one original (paper) form.
	18.2 The original and all copies of the bid, each consisting of the documents listed in ITB Sub-Clause 12.1, shall be typed or written in indelible ink and shall be signed by the Bidder or the duly authorized person to bind the Bidder to the Contract. The authorization shall be indicated as specified in the Bid Data Sheet by those legally authorized to signed, which pursuant to ITB Sub-Clause 12.1 (c) shall accompany the bid. The Bidder has to ensure the signature of the Bid Submission Form and of every page of the Price Schedules and the attached documents to the Bid by the person signing the Bid. Noting that all pages of the bid where entries or corrections on entries have been made by the Bidder shall be signed or initialled by the person signing the bid. The additions and corrections shall be signed by the bidder, and the signature should be in the first name or initials. Prices shall be incorporated by the Bidder in words and figures as required in the Price Schedules. Any other requirement is specified in the Bid Data Sheet.
	18.3 The Bid shall contain no interlineations, erasures, or modifications to the Tender Documents, except to correct errors made by the Bidder in preparing the Bid Forms and where

	accordingly such corrections shall be signed and initialled by the authorised person or persons signing the bid.
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D. Delivery of Bids

19. Sealing and Marking of Bids	19.1 (A) Bidders may always submit their bids by express mail, express courier or by hand as per the Bid Data Sheet.
	(B) The Bidder shall enclose the original and each copy of the bid in separate sealed envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes containing the original and copies shall then be enclosed in another envelope as stipulated in the Bid Data Sheet.
	19.2 The inner and outer envelopes shall:
	(a) bear the name and address of the Bidder and Bidder stamp on four corners;
	(b) be addressed to the Contracting Entity at the address given in the Bid Data Sheet;
	(c) bear the Tender, Tender number. and IFB number indicated in the Bid Data Sheet; and
	(d) bear a statement “DO NOT OPEN BEFORE [date and time]” to be completed with the time and date specified in the Bid Data Sheet relating to ITB Sub-Clause 20.1.
	19.3 If the outer envelope is not sealed, stamped and marked as required by ITB Sub-Clause 19.2 and in accordance with the applicable Iraqi laws, the Contracting Entity will assume no responsibility for the misplacement or premature opening of the bid.
20. Deadline for Submission of Bids	20.1 Bids shall be received by the Contracting Entity at the address specified in ITB Sub-Clause 19.2 (b) no later than the time and date specified in the Bid Data Sheet. A receipt will be provided by the Contracting Entity against each Bid submitted. One copy of the receipt will be for the Bidder, and the second copy will be kept by the Contracting Entity for a further reference
	20.2 The Contracting Entity may, at its discretion and before the deadline, extend the deadline for the submission of bids by amending the Tender Documents in accordance with Sub-Clause 5.3, in which case all rights and obligations of the Contracting Entity and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
21. Late Bids	21.1 Any bid received by the Contracting Entity after the deadline for submission of bids prescribed in Clause 20 will be rejected.
22. Modification and Withdrawal of Bids	22.1 The Bidder may modify or withdraw its bid after submission, provided that written notice of the modification, or withdrawal of the bids duly signed by an authorized representative with a valid proof of the authorization, is received by the Contracting Entity prior to the deadline prescribed for submission of bids.

	22.2 The Bidder's modification or substitution shall be prepared, sealed, marked, and dispatched prior to the deadline for submission of bids and as follows:
	(a) The Bidder shall provide an original and the number of copies specified in Bid Data Sheet article 19.1 of any modifications to its bid, clearly identified as such, in two inner envelopes duly marked "BID MODIFICATION-ORIGINAL" or "BID SUBSTITUTION-ORIGINAL" and "BID MODIFICATION-COPIES" or "BID SUBSTITUTION-COPIES." The inner envelopes shall be sealed in an outer envelope, which shall be duly marked "BID MODIFICATION" or "BID SUBSTITUTION."
	(b) Other provisions concerning the marking and dispatch of bid modifications shall be in accordance with Sub-Clauses 19.2 and 19.3.
	22.3 A Bidder wishing to withdraw its bid shall notify the Contracting Entity in writing prior to the deadline prescribed for bid submission. A withdrawal notice shall be received prior to the deadline for submission of bids and shall:
	(a) be addressed to the Contracting Entity at the address named in ITB Sub-Clause 19.2 (b)
	(b) bear the Invitation for Bids (IFB) title and number indicated in named in Sub-Clause 19.2 (c) and the words "BID WITHDRAWAL NOTICE" and
	(c) be accompanied by a valid written power of attorney authorizing the signatory of the withdrawal notice to withdraw the bid.
	22.4 Bids requested to be withdrawn in accordance with Sub-Clause 22.3, shall be returned unopened to the Bidders.
	22.5 No bid may be withdrawn, substituted, or modified in the interval between the bid submission deadline and the expiration of the bid validity period specified in ITB Clause 16. Withdrawal of a bid during this interval may result in the forfeiture of the Bidder's bid Gaurantee, pursuant to Sub-Clause 17.7.

E. Opening and Evaluation of Bids

23. Opening of Bids	23.1 The Contracting Entity (Bid Opening Committee) will open all bids, including withdrawal notices and modifications, in public, in the presence of Bidders or representatives (authorized) who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. Bidders or representatives shall sign a register as proof of their attendance.
	23.2 Envelopes marked "WITHDRAWAL" shall be read out and the envelope with the corresponding bid shall not be opened but returned to the Bidder. No bid withdrawal notice shall be permitted unless the corresponding withdrawal notice with a valid authorization is read out at bid opening. Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding bid being substituted, and the substituted bid shall not be opened, but returned to the Bidder. No bid substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at bid opening. Envelopes marked "MODIFICATION" with a valid authorization shall be read out and opened with the corresponding bid.
	23.3 All other Bids shall be opened one at a time, reading out: the name of the Bidder and the Bid Price of each item or schedule (or lot) including any discounts, and indicating whether there is: the presence or absence of a bid Guarantee, if required; the presence or absence of requisite powers of attorney; and any other such details as the Contracting Entity may consider appropriate. No bid shall be rejected at bid opening. All pages of the original of each Bid shall be stamped with the bid opening committee stamp and the bid opening committee members shall sign on all pages of the price schedules of the original of each Bid.
	23.4 Bids (and modifications sent pursuant to Sub-Clause 22.2) that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances.
	23.5 The Contracting Entity will prepare minutes of the bid opening at the end of the opening session, with the here above mentioned information of Sub-Clauses 23.1, 23.2, 23.4, and 23.6 and including in minimum the following information about:
	<ul style="list-style-type: none"> - sealing and stamping of the envelopes; - the price of the bid (per lot) if any, including any discounts, any conditional prices or any other bid discounts; - marking clearly any alteration, erasure, correction made by the Bidder on the prices schedules, signed by the head and the members of the Bid Opening Committee - slashing un-priced items with horizontal lines; along with the signature of the chairman and members of the Bid Opening Committee - the Bidder's signatures on the Bid Submission Form and other attached Bid Forms and of every page of the price schedules; - number of pages of each Bid; - any other relevant remarks and reservations made by the Bidder on the Bid;

	- any other remarks and general description and highlights to be made by the Committee on any attachments to the Bid.
	All Bid's content and attachments will be initialled by the Bids Opening Committee. All the pages of the quoted Price Schedule of the Bidders shall be signed by the chairman and members of the Committee.
	23.7 The Bidder's representatives who are present shall be requested to sign the minutes with the right to add any comment on the performance of the Committee. The omission of a Bidder's signature on the minutes shall not invalidate the content and effect of the minutes. The minutes shall be distributed to all Bidders who wish to retain its copy.
	23.8 All Bids' prices, technical specifications, and implementation periods will be officially placed on the Contracting entity's bill board while stating that these are to be analysed and verified further.
	23.9 The Bids will be referred to the Bids Evaluation Committee after having approval of the Head of the Contracting Entity.
24. Clarification of Bids	<p>24.1 During evaluation of the bids, only the Contracting Entity (the Bid Evaluation and Analysis Committee) may, at its discretion, ask the Bidder for a clarification of its bid. The 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 correct arithmetic errors identified by the Contracting Entity in the evaluation of the bids, in accordance with Sub-Clause 27.1.</p> <p>If a Bidder does not provide clarifications of its bid by the date and time set in the Contracting Entity's request for clarification, its bid may be rejected.</p>
25. Procedures Confidentiality	25.1 Information relating to the examination, clarification, evaluation, and comparison of bids, and recommendations for the award of a Contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the notification of Contract award is made to all Bidders.
	25.2 Any effort by the bidder to influence the Contracting Entity (the Bid Evaluation and Analysis Committee) in the Contracting Entity's bid evaluation, bid comparison, or contract award decisions may result in the rejection of the Bidder's bid.
	25.3 From the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Contracting Entity on any matter related to its bid, it shall do so in writing.
26. Initial auditing of bids and determining its response to the tender documents	26.1 The Contracting Entity (the Bid Evaluation and Analysis Committee) will evaluate and analyze the bids to ensure that they are complete, that there are no mathematical errors, that the required bid guarantee exists, that the documents were duly signed and that the bids are generally correct.
	26.2 The Contracting Entity (the Bid Evaluation and Analysis Committee) may waive any minor informality, nonconformity, or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

	<p>26.3 Prior to the detailed evaluation, pursuant to ITB Clause 29, the Contracting Entity (the Bid Evaluation and Analysis Committee) will determine whether each bid is of acceptable quality, is complete, and is substantially responsive to the Tender Documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions, and specifications of the Tender Documents without material deviations, exceptions, objections, conditionality, or reservations. A material deviation, exception, objection, conditionality, or reservation is one:</p>
	<p>(1) that limits in any substantial way the scope, or quality of the (Medical Appliances) and related Services;</p>
	<p>(2) that limits, in any substantial way that is inconsistent with the Tender Documents, the Contracting Entity's rights or the successful Bidder's obligations under the Contract; and</p>
	<p>(3) that the acceptance of which would unfairly affect the competitive position of other Bidders who have submitted substantially responsive bids.</p>
	<p>26.4 If a bid is not substantially responsive, it will be rejected by the Contracting Entity (the Bid Evaluation and Analysis Committee) and may not subsequently be made responsive by the Bidder by correction of the nonconformity. The Contracting Entity's determination of a bid's responsiveness is to be based on the contents of the bid itself</p>
27. Correction of Errors	<p>27.1 Arithmetical errors will be rectified as follows. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit or subtotal price shall prevail. If there is a discrepancy between subtotals and the total price, the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail. If a Bidder does not accept the correction of errors, its bid will be rejected and the value of its bid guarantee will be forfeited. If the Bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid guarantee shall be forfeited.</p>
28. Conversion to Single Currency	<p>28.1 To facilitate evaluation and comparison, the Contracting Entity (the Bid Evaluation and Analysis Committee) will convert all bid prices expressed in the various currencies in which they are payable to Iraqi Dinar at the selling exchange rate established for similar transactions by the Central Bank or a commercial bank in Iraq.</p>
	<p>28.2 The currency selected for converting bid prices to a common base for the purpose of evaluation to common currency in Iraqi Dinar as on the date of Bid opening.</p>
29. Evaluation and Comparison of Bids	<p>29.1 The Contracting Entity (the Bid Evaluation and Analysis Committee) will evaluate and compare the bids that have been determined to be substantially responsive, pursuant to ITB Clause 26.</p>
	<p>29.2 For comparison for ranking purpose for evaluation, the comparison of the responsive Bids shall be carried out on Delivery Duty Paid (DDP) End-users' site basis / Free Delivery at End-users' Site basis. The quoted AMC price, if applicable as per Schedule of Requirements as per ITB Sub-Clause 14.3.3 for subsequent stipulated years after warranty period, The annual</p>

	<p>maintenance contract (AMC) price will also be calculated when comparing the bid prices and determining the order of the candidates.</p>
	<p>29.3 for comparing/evaluating of Bids, and ranking of candidates, the following will be calculated:</p>
	<ul style="list-style-type: none"> • The prices of domestic (Medical Appliances) or those of foreign origin located within Iraq, as brought out in ITB Sub-Clause 14.3.1 and stipulated in Price Schedule in format in Section Fourth(2),
	<ul style="list-style-type: none"> • The prices of (Medical Appliances) offered from abroad, as per ITB Sub-Clause 14.3.2 and as stipulated in Price Schedule in format in Section Fourth(3)
	<ul style="list-style-type: none"> • The price of the annual maintenance contract (Annual Maintenance Contract - AMC), as mentioned in the attached price table in Section Fourth (4). In the event that the list of contracting requirements and paragraph 14.3.3 of the instructions to the bidders stipulate the need to secure maintenance for the years that follow a guarantee period Defects.
	<p>29.4 The rate of quoted Annual Maintenance Contract (AMC), if applicable, as per Section Sixth Schedule of Requirements, will be calculated for comparison/ranking purpose at (Net Present Value - NPV) considering discount rate as brought out in Bid Data Sheet.</p>
	<p>29.5 If more than one schedule (or lot) has been specified in Section Sixth Schedule of Requirements, the Bidders are required to quote as stipulated in Sub-Clause 14.7. Bids shall be evaluated for each schedules (or lots) separately.</p>
	<p>29.6 Contracts may be awarded for each schedule (or group) separately, according to Article 8 of the instructions to bidders, and after applying the local preference in accordance with Article 30 of the instructions, who submitted the responsive and lowest-valued bid. To bidders.</p>
30. Margin of Preference	<p>30.1 Unless otherwise stated in Bid Data Sheet, a margin of preference shall be adopted for bids from local bidders.</p>
31. Contracting Entity's Right to accept or reject all or any of the Bids	<p>31.1 The Contracting Entity reserves the right to accept or reject any bid, or to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.</p> <p>In case of annulment, all bids submitted and specifically, bid securities, shall be promptly returned to the Bidders together with the fees of purchasing the Tender Documents as paid by the Bidders.</p>
32. Eligibility and Qualification of Bidder	<p>32.1 The Contracting Entity will determine to its satisfaction whether the Bidder that is selected as being qualified and having submitted the lowest evaluated responsive bid is qualified to perform the Contract satisfactorily, in accordance with the criteria listed in ITB Sub-clause 8.1.</p>
	<p>32.2 The determination will evaluate the Bidder's financial, technical, and production capabilities. It will be based on an examination of the proving documents of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Sub-Clause 8.1, as well as other information the Contracting Entity deems necessary and appropriate.</p>

	32.3 A successful qualification is a prerequisite for awarding the contract to a legally qualified bidder who has submitted the bid (unit / group) with the lowest cost (Lowest Evaluated Bid). If the qualification result is negative, this will lead to the rejection of the bidder of the bidder with the lowest cost of assessment; in this case, the contracting authority will undertake an evaluation process similar to the capabilities of the bidder with the lowest cost of the following, to ensure his ability to implement the contract in an acceptable manner.
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F. Award of Contract

33. Award Criteria	33.1 Pursuant to ITB Clauses 29, 30 and 32, the Contracting Entity will award the Contract to the eligible Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
	33.2 Before the contract award, the Contracting Entity has to verify from the competent authorities the validation of the substantial forms provided in the Bids including the Bid Gaurantee..
34. Contracting Entity's Right to amend Quantities at Time of Award	34.1 The Contracting Entity reserves the right at the time of Contract award to increase by a percentage no more than 20% or decrease no more than 15% of the value of contract (as stipulated in Bid Data Sheet) without any change in unit price or other terms and conditions.
35. Notification of Award	35.1 Prior to the expiration of the period of bid validity, the Contracting Entity will notify the successful Bidder in writing or by cable, to be subsequently confirmed in writing by registered letter, that its bid has been accepted. At the same time, the Contracting Entity shall also notify all other Bidders of the results of the awarding the bid, and shall publish the results as per the applicable Iraqi Laws identifying the bid and lot numbers and the following information: (1) name of each Bidder who submitted a Bid; (2) bid prices as read out at Bid Opening; (3) name and evaluated prices of each Bid that was evaluated; (4) name of bidders whose bids were rejected and the reasons for their rejection; and (5) name of the successful Bidder, and the Price and currency it offered, as well as the duration and summary scope of the contract awarded.
	35.2 The notification of award will constitute the formation of the Contract (initial contract) subject to settlement of Appeal by unsuccessful bidder as per Clause 36.
	35.3 After submitting the contract signed by the successful bidder, attached to good performance gaurantee pursuant to Clause 38, the Contracting Entity will promptly discharge the bid securities of the unsuccessful Bidders, pursuant to Clause 17.
	35.4 The Contracting Entity shall respond immediately and in writing to any bidder who may submit to the contracting authority inquiring about the reasons for not choosing his bid, after receiving the notification of the award decision.
36. Complaints and Appeals	The mechanism used in considering the complaints of the Bidders is adopted in accordance with the instructions for the implementation of the general government contracts in force.
37. Signing of Contract	37.1 Promptly after the Contracting Entity notifies the successful Bidder that its bid has been accepted and after lapse of the standstill

	period and settlement of Appeals as per Clause 36 (as the case may be), the Contracting Entity will send the Bidder the Contract Form provided in Section Ninth of the Tender Documents, incorporating all agreements between the parties and as indicated in Bid Data Sheet. The Contract has to be endorsed as indicated in Bid Data Sheet.
	37.2 The winning bidder has to sign the contract agreement and return it to the Contracting Entity within the specified period.
	In case of an unsuccessful Bidder's appeal as per clause 36, the Contracting Entity has still the right to proceed with the Contract with the Successful Bidder upon finding that the contract is fully compliant and it is in the public interest not to delay the commencement of the Contract and where the cancellation of the Contract will impose great damages on the public interest.
	(a) Notifying the competent court of its decision with all details and justifications.
	(b) Securing the consent of the competent court by submitting a signed commitment to compensate for any damages that may arise in the future due to the execution of the contract, if the judgment of the competent court is contrary to the decision of the Contracting Entity.
38. Performance Gaurantee	38.1 Within fourteen (14) days of the receipt of notification of award from the Contracting Entity, or twenty nine (29) days as of the date of receiving the notification of the award decision issued by the Contracting Entity, the successful Bidder shall furnish the good performance gaurantee in accordance with the Conditions of Contract. If rules and regulation of Republic of Iraq grants exemption to Public Companies of the state and public sectors, they are accordingly exempted of submitting the good performance gaurantee.
	38.2 Upon the failure of the successful Bidder to submit the above-mentioned good performance gaurantee or signing the Contract within the period specified under clause 37.2, the Contracting Entity will send an official notice for the successful Bidder to sign the Contract within fifteen (15) days from receiving this notice, after this period the Contracting Entity has sufficient grounds to proceed with the annulment of the award and forfeiture of the bid gaurantee of the here above declined Bidder. In that event the Contracting Entity may award the Contract to the next lowest evaluated Bidder whose offer is substantially responsive and is determined by the Contracting Entity to be qualified to perform the Contract satisfactorily. In that case the declined Bidder will be responsible for paying the difference in the bids prices in addition to forfeiture of the bid gaurantee. These actions will be taken against the declined bidders provided they decline during their Bid validity.

Section Second: Bid Data Sheet (BDS)

The following specific data for the (Medical Appliances) to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions in the Bid Data Sheet (BDS) shall prevail over those in the ITB.

A. General

1.1	<p>Name of Contracting Entity: [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA)].</p> <p>Type of (medical Equipment): [hemodialysis national project/ Expansion].</p> <p>Project/ Tender: [Hemodialysis Service Purchasing/ Expansion]</p> <p>Tender Number: [55/2023/85]</p> <p>IFB Number: [91]</p> <p>The number and identification of schedules (lots) comprising this IFB, detailed in Schedule of Requirements are: <i>[schedule No. 1 & schedule No. 2, schedule No.3 & schedule No. 4]</i></p> <p>the Federal Budget] for [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA)]</p> <p>The source of funding for the contract(s) is: <i>[ministry of finance]</i></p>
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B. Tender Documents

4.1	<p>Contracting Entity's address: [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA) dg@kimadia.iq,dg1@kimadia.iq,dg2@kimadia.iq,gen.relat@kimadia.iq</p> <p>TEL: 4157667,Mobil No. 07705419074 Operator No.4158401,5,7,8].</p> <p>Requests for Clarification are to be hand delivered or sent by express courier and [will be accepted by e-mail] be accepted by cable.</p> <p>- Date of holding the conference to answer the questions of the bidders will</p>
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	<p>be on (10/7/2023).</p> <p>Bidder address stated in the bid shall be dependable as as address for the corresponding, in case there is a change in this address , the bidder shall notice the contracting entity within 7 days from date of this change.</p>
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C. Preparation of Bids

6.3	<p>List of disqualified bidders is available on the website address of the Ministry of Planning. following website address : HTTP://WWW.mop.gov.iq</p>
7.2	<p>Legalization of the origin certificates according to according to the provisions no. 13, from the governmental contracts execution instructions no. 2 , 2014.</p>
7.3 (c)	<p>Eligibility Proving Documents of (Medical Appliances).</p> <p>In addition to the documents stated in Sub-Clauses 7.2 and 7.3 (a) and (b), the following documents shall be included with the Bid:</p> <p>(insert: <i>any other required eligibility proving documents for medical appliances</i>).</p> <ol style="list-style-type: none"> 1. The offers should contain a copy from all legalized and original authorization letters by the producing company to the marketing ones also to present original and legalized copies to D.G.M.I & General Relation Department including all above legalizations as mentioned in article (3) from special instruction concerning authorization letters . <p><u>Notice :</u></p> <p>The original authorization letters should be sent and submitted to D.G.M.I & General Relations Department before closing date.</p> <p>1- offers should be submitted with updated technical specifications according to required recommended technical specification by WHO with height quality of materials & devices.].</p> <p>2- Tthe Goods to be supplied under the Contract must be licensed in the country of manufacturer. Documentary evidence in the form of a certified copy of the license in the country of manufacturer shall accompany the bid.</p> <p>3- Origin certificate of the imported consignment submitting to the benefit of the contracting party which issued from the manufacturing</p>

	<p>country or producer or the country which represents the last stage of the assembly of the consignment or transportation country (export country) , with reference that the origin of the import consignment which their technical descriptions should be delicate or the tools which are exported to Iraq , on condition , that there should be a original legalized commitment letter issued by the transporting company and the supplying company which include undertaking all the financial & legal responsibilities of the trueness of the information mentioned in the original certificate of origin issued by the manufacturing or producing parties to the supplier in the last transporting country.</p> <p>4- For radiological equipment, necessary approvals of quoted model from regulating authorities in the country of manufacture and for importing in Iraq from regulating authorities in Iraq should be available and shall accompany the bid.]</p> <p>5- The offers should be included price spare parts lists & their prices should be unchanged until the end of the warranty period.</p>
7.4	<p><i>[insert “is” or “is not”]</i> required to register (Medical Appliances) in Iraq.</p> <p>7.4 from instructions to Bidders is inapplicable. The Applicable Law does not require registration of the (Medical Equipment) to be supplied under the Contract.</p> <p>Note: There shall be no forfeiture of a bid or a good performance gaurantee based on the failure to obtain registration.</p>
8	<p>- The bidders should register their companies in M.O.H</p> <p>-The seller has to register his company within one company from date of the awarding, on condition that it will not exceeding six months from date of its registering, otherwise, the dealing will be stopped with the seller.</p> <p>- Companies which are acting continuing commercial activities in Iraq like warranty & maintenance contracts or supplying contracts which are include commitment for warranty & maintenance articles to establish their branches in Iraq & & registering them by companies register office according to foreign companies branches system no. 2. 2017.</p>
11.1	<p>The language of the bid is: [select one or more than one language “Arabic”, or “English”].</p> <p><u>{If applicable insert :</u> “In case of more than two permitted languages to Bid, the Bidders are permitted, at their choice, to submit their bids in one</p>

	of the languages above indicated. Bidders shall not submit bids in more than one language”}].
12.1	<p>In addition to the documents stated in Paragraphs 12.1 (a) through (f), the following documents must be included with the Bid:</p> <p>1-Catalogues, operation & service manuals and complete & detailed specifications for equipment with standard and optional accessories, complete price list of spare parts with the warranty, maintenance, installation and training for technical and medical staff should be stated in offer.</p> <p>2- the commercial offer should include the following details:</p> <p><i>Origin of goodstaking into consideration that term EU should not be stated.</i></p> <p><i>-Name of manufacturing company</i></p> <p><i>-Address of manufacturing company</i></p> <p><i>- Way of shipment clearly</i></p> <p><i>- Entry point (specify more than one point)</i></p> <p><i>- Shipment schedule starting from the date of L/C notifying</i></p> <p><i>- L/C validity</i></p> <p><i>- Delivery period</i></p> <p><i>- Name of corresponding bank</i></p> <p><i>- Address of corresponding bank</i></p> <p><i>- full name & address of corresponding bank which should includes account holder name provided that it should complied with supplier name.</i></p> <p><i>- Full name & address of beneficiary .</i></p> <p><i>- Area nameSt.....Building no.....</i></p> <p><i>- Phone no.....</i></p> <p><i>- Fax no..... Email</i></p> <p><i>- Name of account 's holder (provided that the account should be under the name of company & not under the name of person & the Name of account 's holder should be same of the second party (contractor).....</i></p> <p><i>- Account NO. Swift code</i></p> <p><i>- Name of the representative in Iraq with enclosing legalized</i></p>

	<p><i>authorization</i></p> <ul style="list-style-type: none"> - <i>Address of the representative in Iraq.....</i> - <i>Name of authorized person who will sign the contract & his administrative position with enclosing legalized authorization.....</i> <p>3- Submitting foundation certificate of the bidder company ,which should be original & legalized.</p> <p>4- Bidders adhere to submit their final calculations (for the last two years) if any (if the co. dosen't have the final calculations as being newly established).</p> <p>5- presenting quittance letter issued by taxes general authority & if not, an amount will be reserved that should cover the tax value & will not be released till receiving (acquittal letter) by the first party issued by taxes general authority.</p> <p>6- Bidders who are not primary manufacturers shall provide evidence that their product conforms to the quality standards of the primary manufacturer and they have the capacity to supply the specified quantities. A "primary manufacturer" is defined as a company that performs all the manufacturing and formulating operations needed to produce medical appliances, including processing, blending, formulating, filling, packing, labeling, and quality testing. The Bidder shall furnish a certificate from the competent Regulatory Authority (RA) that the manufacturer is licensed to manufacture the (Medical Appliances) offered.</p>
14	<p>Offer prices & discounts:</p> <p>1-No discount will be accepted by the bidder after closing date.</p> <p>2- Any reservation and price discount presented after the bid closing date will not be accepted & neglected unless required by the first party.</p> <p>3- The bidder has no right to endorse any condition from the bid documents or make any amendment what its kind.</p>
14.3.3	<p><i>Equation of maintenance contract as well as maintenance & warranty in supplying contract</i></p> <p><i>A- keep the equipment functioning properly and correctly at the rate of "x %" for the duration of the contract.</i></p> <p><i>B- Downtime period exceeding (100-x) % then the period of this contract shall be extended doubling the downtime period as a compensation for such period that should not exceed the maintenance period stated in the contract.]</i></p>
14.4	<p>INCOTERMS® current edition shall be adopted (state the issuance year of the INCOTERMS® current edition)</p>
15.1	<p>b) Foreign currencies: [USD in ink or printed in number & writing in</p>

	declare way without delete or slash]
16.1	<p>The offer validity period shall be [insert: 365] days after the deadline for bid submission, as specified below in reference to ITB Clause 20. Accordingly, each bid shall expire after [17/7/2024]</p> <p>Bid Gaurantee shall be valid (28) days after the end of the bid validity period. Accordingly, a bid with a bid Gaurantee that expires before [14/8/2024] shall be rejected as nonresponsive.</p> <p>- Offer validity could be extended as our request.</p>
17.1	<p><u>Note:</u> <u>insert if necessary</u> -The procedures of this document shall be subjected to the approved laws in Iraq and the (Dissolved) Coalition Provisional Authority Order No. No. 87 of 2004, or any superseding law, the instructions of implementing the effective government contracts and the contacts attached thereto.</p> <p>General state companies & general sector are exception from submitting bid bond according to the governmental contracts execution instructions no. 2, 2014.</p> <p>Bid bond value is \$117,740.70/ one hundred seventeen thousand, seven hundred forty USD & seventy CENTS only)</p> <p><u>Legal bid bonds:</u></p> <p>1 – the bidders should submit bid bonds to guarantee their will in participating in the bids for all contracts kinds & supplying which should represent (1%) from the total value of the appraisal cost which should be issued from dependable bank in Iraq according to CBI Issue list which state the financial efficiency for the this bank according to its conditions which guarantee the import party rights & commitment for the bidders conditions.</p> <p>2- bid bonds not be accepted unless should be as bank guarantee or legalized check or bill of exchange.</p> <p>3- Bid bond could be submitted as a receipt paid directly to the contracting party treasury (Kimadia).</p> <p>4- bid bonds will be forfeited when the bidder will incremented to sign the contract after notification to the awarding & taking all the legal procedures against him .</p> <p>5- (1%) bid bonds from the total value of the appraisal cost will not represent as part of the final bid bonds , since there is another one (5% performance bond from the total value of the contract) which represent as final bid securities, submitting during contract signing .</p> <p>6- bid bonds validity should be effective after the bid validity for a period not less than (28 days), while the final bid bonds: (performance bond) should be effective after completing all the service periods & settlement the final accounts.</p> <p>7- Bank guarantee issued in the name of contracting bidder or who is officially represented to issue such guarantee according to the</p>

	<p>legalized officially authorization letter.</p> <p>8-beside the bank guarantee ,true issuance (secret & personal) letter addressed to (kimadia) issued by the bank which issue the bid bonds.</p> <p>9- it should be un-conditional , for the benefit of kimadia .</p> <p>10- Should issued in Arabic & English language.</p> <p>11- The bid bonds submitting by the bidders or (from anyone of contributor in the bidder company or the joint stock companies according to the contribution contract.) for the benefit of the contracting party which refer to the name & no. of the bid</p>
17.8	<p>If the Bidder defaults under the actions prescribed in subparagraphs (1) or (2) of this provision, the Contracting Entity will declare the Bidder in violation and will inform the Ministry of Planning and Economic Development to take the required actions against the violating Bidder (including Suspension or Black Listing) as per the applicable Iraqi laws.</p> <ul style="list-style-type: none"> - legal conditions for breaching • If the bidder refrains from contracting after being notified of the awarding, following procedures will be taken against him <ul style="list-style-type: none"> 1- The executing of the project will be on bid account without need to issue the warning letter or taking any other legal procedure. 2- Bid bonds will be forfeited for the uncommitted bidder. 3- Awarding the tender to the second choice of the competitive companies & the bidder will pay the differences in executing the contract. 4.In case the first & second choices have not committed , the contractor has the right to award the tender to the third choice & pay the differences in executing the contract & bid bonds will be forfeited for the first & second choice bidders. 5.In case the third choice has not committed, & bid bonds will be forfeited & the tender will be published again & the three uncommitted bidders will pay the differences in executing the contract & bid bonds will be forfeited for the three choices bidders. -The A/M procedures will be taken against uncommitted bidders during the validity of the bids.
18.1	<p>Required copies for offers additional to the original one is: (three copies identical to the original one).</p> <ul style="list-style-type: none"> - Offer should be submitted in two original copies signed & stamped one

	<p>is non priced and the other priced in three exactly similar copies, each with complete name and address of the supplier & one copy on a disk or CD in closed envelope. All the pages of the priced offer should contain an original signature and stamp also the form of offer submitter and should be signed by the company or by the authorized person for the original written signature, also the form of offer submitter Otherwise offer will be neglected .</p>
18.2	<p>The written confirmation of authorization to sign on behalf of the Bidder shall consist of a Power of Attorney issued by the Bidder dated no more than 3 month or Company Registration Form (Certificate of establishment showing the authorized signatory).</p> <p><u>Special instruction concerning the authorization letters:</u></p> <p>1- Offers should be submitted directly by the manufacturing company through either the following :</p> <ol style="list-style-type: none"> Director General.(proxy) Deputy manager (assistant) Sales manager (marketing) Commercial manager. Through scientific bureau authorized originally and the authorization of any employee not stated above will be accepted provided that his authorization should fulfil the required legal forms and approvals. <p>2- In order to arrange contracting operation which is ensure offer submitting and arranging the correspondences & authorities of the offers which include submitting , stamp , signing , opening & submitting the prices not just issuing authorization letters which include authorities by the Manufacturing companies or their representatives under the knowledge of the manufacturing company , therefore authorization letter which issuing from the manufacturer to marketing company in case signing with the marketing company should clarify the authorities of marketing company regarding the following :</p> <ul style="list-style-type: none"> •The signing of contract and execution all its obligations. •The technical & commercial negotiation. •Specifying the beneficiary applicant clearly in details from the L/C and beneficiary name of bank account with the whole other bank details. •Specifying the correspondences and the authorities which concerning with offers as far as submitting it, stamp it, sign it, open it, and submitting the prices without satisfaction to issue free authorization which authorizes all these authorities. •Confirm continuing the execution of all contracting obligation and the marketing company will bear a legal responsibility for the period of execution the contract even the period of authorization is expired with reference to complete the whole procedures including the registration of company and its products and full address and the details for

manufacturing and marketing companies and completing the stamps and legalizations as it is workable now.

- The contracted companies should submit the required legal guarantees according to the conditions of invitation within stipulated period in these instructions.

3- According to instructions of Scientific Bureaus no.(4) dd. (1998)

A- The Co. should state the name of the Iraqi scientific bureau, the name of the Pharmacist that registered in the Iraqi Pharmacist syndicate to follow up as well as the authorization to complete technical requirements upon requesting by committee of study & analysis in case that the offers are submitted through the scientific bureau or has an authorization to sign (proxy) the contract, Bid Submission Form & its documents, the scientific bureau should be the exclusive sole representative for all company's products or the deal should be directly with the co. through official representative.

B- Responsibility of the scientific bureau will be continued even after the expiration their authorizations letters, unless the further authorization letter has cover all the former commitments of the foreign companies.

4- The name of the scientific bureau will be added in the contract.

5- The authorization letter should be legalized officially by:

- a) The chamber of commerce in the country of origin.
- b) Ministry of Foreign Affairs or notary public in the country of origin
- c) Iraqi embassy in the country of origin or its representative there.
- d) Iraqi Ministry of Foreign Affairs in Baghdad should stamp and legalize upon agreement & signature of the Iraqi embassy in the country of origin.
- e) In anyway, if the Iraqi embassy can not stamp all these documents above mentioned ,either there is no Iraqi embassy or knowing no exact information about a person identity who represents the company so that embassy of the country of origin in Iraq should legalize and stamp upon that official authorization letters in order to be legal and acceptable and agreed upon.
- f) If there is no ((diplomatic representation)) between Iraq and country of origin, so the legalization should be made in a third country by the embassy of the country of origin which is existing as legal & official formality to represent it by giving the legality of the agreement also the stamps of the Iraqi embassy in the third country & finally Iraqi ministry of foreign affairs should legalize and sign up on our embassy in the third country there.

6- The company should mention in the authorization letter whether it is manufacturer or supplier or marketing company or commercial agent.

In case of being supplying company, the following should be clarified:

- a. Names & specialization of the manufacturing companies should have a legalized authorization from the manufacturing Cos as mentioned above and the producing Co. should state that you are the sole supplier (exclusive) for all products in Iraq.
- b.The marketing company as being the bidder should has a legalized authorization letter from the manufacturing companies as mentioned in article (2) above.

	<p>c.In case of being a manufacturer, the company specialization (special knowledge for a specific system) should be mentioned & verified.</p> <p>d.manufacturer companies should mention sole & exclusive representative to deal with for all its products also the company should mention its factories and branches as well as it should state that you are a producer company .</p> <p>e.The letter of authorization should be legalized as mentioned in article (3) above.</p> <p>f.The authorization letter must be addressed to the state company for marketing drugs and medical appliances (Kimadia) / D.G.M.I / fifth floor/.</p> <p>7- An original authorization letter should be issued from the manufacturing company addressed to the supplier then to the scientific bureau & the original foundation certificate legalized by the producing company & certificate legalized by the producing company &marketing company & submitting the final accounts of the manufacturing company for (last 2 years)which stated the profits through the last five years & referred the middle age of their profits provided that such accounts should be in Arabic & English languages Exclusively & should be positive accounts within the closing date & stated the name of its only agent , otherwise the offer will be neglected.</p> <p>8- State the name who is authorized to sign & stamp the offers & contracts with its administrative position & copy of his signature to the (Kimadia) / D.G.M.I / fifth floor, in order to be equal with the signature stated in the bids or that which is stated in the contracts , otherwise , the offer will be neglected., which have no signature sample in (Kimadia) / D.G.M.I / fifth floor</p> <p>9- the bidders should state the authorized persons with their names , administrative address who will sign the contracts & their approved legalization according to the dependable procedures which should be valid during the contracting , issued before signing contracts not more than three months.</p> <p>10- The bidders should state their web site in their offers, the e-mail address, & the responsible person who will follow-up all the inquiries concerning the offers.</p>
18.9	<p>In addition to the instructions list to the bidders:</p> <p>The bidder has no right to make objection for any bid conditions.</p>

D. Submission of Bids

19.1	<p>(a) Bidders are ["not entitled"] to submit their bids by e-mail.</p> <p>(b) The number of copies of the tender required in addition to the original tender is: <i>[three applicable copies with the original offer]</i>.</p> <p>- The bidder adheres to submit (original copy) offer in separate cover & putting anote (original copy) on the cover , each additional copy of the offer putting in separate cover & putting anote (additional copy) on the cover ,all these cover (original & additional) putting in one package .</p> <p>- All the copies should have original stamp of the bidder .</p>
19.2 (b)	<p>For <u>bid submission purposes</u>, the Contracting Entity's address is :</p> <p>Attention: <u>[KIMADIA]</u></p> <p>Street Address: <u>[Bab Al-Moa'adham]</u></p> <p>Floor/Room number: <u>[M.O.H Building , 6th floor/ received & opening offers committee]</u></p> <p>City <u>[Baghdad]</u></p> <p>Country: <u>[Iraq]</u></p> <p><u>In addition to what A/M said , concerning these bids which submitted by the DHL, which include all the authorization letters & documents (original & approved) they should be arranged in separated envelope for checking purposes,& they should be delivered to kimadia before closing date , otherwise , the offers will be neglected, provided , that it should stated in the external envelope , the bidder address inside & outside Iraq in addition to :</u></p> <ul style="list-style-type: none"> - <u>Additional attachments send with the offers</u> - <u>Page No, with each offer.</u>
19.2 (c)	<p>Supplying (Hemodialysis National Project Service Purchasing/ Expansion)</p> <p>Tender no.: (55/2023/85)</p> <p>IFB no.91</p>
20.1	<p>Deadline for bid submission is: [16/7/2023] <i>at the end of official work & according to local time in Baghdad-Iraq</i>].</p> <p><i>& if the closing date were accidently a holiday, official day work after the holiday will considered as the closing date</i></p> <ul style="list-style-type: none"> - Offers that will be sent by international express mail should be sent before closing date , otherwise will be neglected. - Any reservation and price discount presented after the bid closing date will not be accepted .

E. Bid Opening and Evaluation

23.1	<p>The bid opening shall take place at:</p> <p>Street Address: [Bab Al-Moa'adham]</p> <p>Floor/Room number: [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA)/ 6th floor / receiving & opening offers committee]</p> <p>City : [Baghdad]</p> <p>Country:[Iraq]</p> <p>Date: [17-7-2023]</p> <p>Time: [beginning of the official work]</p> <p><u>{Note: The date for the bid opening shall be in public in The State Company. for Marketing Drugs & Medical Appliances (KIMADIA) headquarter/ receiving & opening offers committee in the day after the closing date.</u></p>
26	<p>1. IN CASE OF ESSENTIAL DIFFERENCES OCCURRED BETWEEN HARD COPY AND NET ONE, OUR COMPANY HAS THE RIGHT TO NEGLECT THE NET OFFER AND DEPEND ON THE HARD ONE.</p> <p>2.OFFERS SHOULD INCLUDE COMMERCIAL TERMS [NAME OF MANUFACTURER, ORIGIN OF GOODS ,PAYMENT TERMS, DELIVERY TIME(SHIPPING),METHOD OF DISPATCH, PACKING DETAILS, ENTRY POINT, PORT OF SHIPMENT, NAME AND ADDRESS OF CORRESPONDING BANK, ACCOUNT NO., COMPLETE NAME AND ADDRESS OF BENEFICIARY] ALL TO BE STATED IN THE OFFER.</p> <p>3. Prices are clearly submitted without rubbing or scratching, the price of each unit is the dependable one, and these prices should be final and nonnegotiable.</p> <p>4. The additional enclosures should submitted with the offer.</p> <p>5. State the number of pages for each offer.</p>
27	<p>In addition to what are stated in the A/M Instructions to Bidders Section.</p> <p>1- If there is an one item or more in the offer have no prices, their costs will be valued including the total value of the offer..</p> <p>2- If there are items in the offer have no prices, their costs will be</p>

	including the prices of the other items stated in the schedule quantities.
29	<p>1. <i>Samples upon requesting within 15 days from the date of notifying otherwise offer will be neglected.</i></p> <p>2. <i>Companies that participating in this bid which submitted samples and not get the relegation have to draw the samples within one month from the date of awarding, otherwise our company (Kimadia) has the right to deal with these samples.</i></p>
30.1	<p>[Insert: “applicable/ Not applicable)</p> <p>“If the lowest responsive bid which fulfills the laid down Qualification Criteria offers foreign (Medical equipment) as per ITB 29, then a Domestic preference will be given to the responsive bid offered by National Private Sector Factories of the Republic of Iraq provided that the national product price does not exceed that of the foreign product by %”.]</p> <p>State: (not applicable) for another items except drugs .</p> <p>or</p> <p>Second party adheres that priority should be for the raw materials that are manufactured inside Iraq to supply contract items or to execute projects through companies of Ministry of Industry & Minerals.</p> <p>Local priority will be depended as a factor for offers analysis, (if depended specify the method)</p>
31	<p>1- <i>Kimadia is not committed to accept lowest prices and is not committed to award the whole quantity of requirements to one company and the best is chosen according to the technical specifications.</i></p> <p>2- <i>Kimadia is not committed to accept the total quantity stated in the tender .</i></p> <p>3-<i>Kimadia has the right to choose the best offers.</i></p> <p>4- <i>Offers submitted by net (e-mail) to the contractual parties should not be considered unless that such offers legalized & sent by the official correspondences according to the dependable procedures which should include all the required documents to participate in the bid , otherwise, these offers will be neglected.</i></p> <p>5- <i>No right to accept any preservation or amendment by the bidder after closing date .</i></p> <p>6-<i>Bidders which submit discount percentage or deducted amount will be excluded from the bid ,no discount will be accepted , even if it is submitted after the closing date , in addition to that , no amendments after the</i></p>

	<p><i>awarding will be accepted or discount letter submitted after closing date.</i></p> <p><i>7- un efficient bidder will be excluded by his experience with the official party.</i></p> <p><i>8-Un-committed offer for it is not matching with the required technical descriptions will be excluded even if it is low prices offer.</i></p>
32	<p><i>In addition to what is said above in article no. 32.2, take attention to the following:</i></p> <ul style="list-style-type: none"> <i>- offers which its amount less than (20%) from the Appraisal cost is accepted.</i> <i>- Offers that exceed the appraisal cost of not more than 20% which prepared to awarding is accepted to study upon the financial allocation for this purpose is available provided that no contractual commitment is done except within the permissible percentage (10%).</i>
34.1	<p>Insert any exceptions or restrictions ()</p> <p>this article of Instructions to Bidders has been amended to be :</p> <ol style="list-style-type: none"> 1. Increasing or reducing the quantities in the bid before the contracting. 2. The official contracting party has the right to apart the awarding of the items or services required to supply. 3. The official contracting party has the right to increase the items not more than the percentage of the reserve amount .which is stated in the annual budget instructions on condition that the financial fund is transferred with the same contracting conditions.
37.1	<p>The Contract to be signed with the successful Bidder shall be written in the language in which the Bid was submitted, and which will be the language that shall govern the contractual relations between the Contracting Entity and the successful Bidder.</p> <p>In addition to the A/M , ARABIC LANGUAGE original contract copy should be issued.</p> <p>The Contract shall be certified according to the procedures adopted in Iraq.</p>
37.2	<p>The winning bidder that notified of award oficialy, sinning the contract within a period not exceed (30 days) for the foreign companies starts from notification date of award.</p>
37.2 B	<p>- In case the judgment of the concerning court is contrary to the decision of the contract party , the bidder has the right to go to the court to ask for compensation , if his appeal for right reasons .</p>

	<p>-In case the contracting procedures are paused by the concerning court , & judgment has been issued to order the contracting party to complete the procedures with the bidder , the contracting party has to arrange law suit against the contracting party which ask to compensate for any damage as resulted in future for reasons of execution contract</p>
38.1	<p>A good performance execution shall be submitted within (insert the number of days) from the date of issuance of the award letter and its official notification</p> <p>the bidder has to submit the commitment with the offer to submit performance bond when the bidder informed with the awarding</p> <p>In addition to the Instructions to Bidders the following articles will be added :</p> <p>A. The performance bond should submitted after the awarding letter & before the signing contract & it is valid till the expiration of the contract & it is not cancel until a notification issued from kimadia & it is submitted a commitment letter with the offer .</p> <p>B. .The performance bond should issued by the Iraqi official bank or local Iraqi bank & these banks should not issued such performances unless submitting back to back performance bank & such bank is under the classification issued from (Moody's standard and poor) & others or against cash guarantees not less than warranty amount without interring TBI , issued in Arabic + English Languages & the Arabic will be the dependable language .</p> <p>C. Performance bond issued on behalf of the bidder or who is authorized officially to issue the performance bond according to official legalized authorization letter submitting to the bank & stated in the performance bond or in the attached letter issued from the same bank which is issued this performance bond .</p> <p>D. true issuing letter (secret & personal) which is issued by the same bank should send to kimadia with the performance bond & it is to be unconditional for the benefit of kimadia & kimadia has the right to extend or confiscated it in case kimadia ask that without objection of the correspondences banks or the bidders, with first written request .</p> <p>E. All the bidders (companies & scientific bureaus) should take into consideration the following when issuing this bond :</p> <ol style="list-style-type: none"> 1. Performance bond should issued exclusively in the name of the sinning second party . 2. Confirming that the contract number should stated in the performance bond. 3. Confirming that the following article stated in the performance bond (this performance bond explained according to the Iraqi laws). 4. performance bond should cover financially by the bank. 5. No performance bond receiving unless it is attached with the official letter issued by the issuing bank & signing by the authorizing

	<p>manager or who is represent him .</p> <p>6. Performance bond should be valid from date of its issuing until the validity of the contract & finishing all the contractual conditions .</p> <p>7. performance bond should not be conditional or directly.</p> <p>8. (In case the bidder has not accepted to make the amendments or extensions or not committed to the performance bond by the supplier, then the performance bond amount will be confiscated & deposited on benefit of the kimadia account).</p> <p>9. Performance bond will not accepted unless being accepted by CBI & enter the electronic platform which should be confirmed by the bank.</p> <p>10. Performance bond should state the same contract currency.</p> <p>11. performance bond could be submitted as a receipt paid directly to contrating party treasury (Kimadia).</p> <p>12. amount of contracts (\$25000) or less or equal to Iraqi dinar according to the exchange of Finance Ministry is exempted according the year of assignment from bid bond that submitted by co. or scientific bureau which is permitted by pharmacists syndicate or supplying co. or marketing co. or commercial agent.</p>
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Section Third. Evaluation and Qualification Criteria

1. Evaluation Criteria

The Evaluation Criteria has been specified in Instructions to Bidders (ITB) in Section one and Bid Data Sheet (BDS) in Section Two. The specific data Bid Data Sheet (BDS) for the (Medical Appliances) to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions in the Bid Data Sheet (BDS) shall prevail over those in the ITB.

2. Qualification Criteria

A) Qualification requirements for Bidders are:

- Financial Capability: The Bidder shall furnish proving documents that it fulfills the following financial requirement(s): [(list the requirement(s)]
- Experience and Technical Capacity: The Bidder shall furnish proving documents to demonstrate that it fulfills the following experience requirement(s): [list the requirement(s)]
- The Bidder shall furnish proving documents to demonstrate that the Goods it offers meet the following usage requirement: [list the requirement(s)]

A- Technical specifications & quality control of the commodities which are requested by the contracting party & how they are applicable to the descriptions which facilitate the offer checking which include indicators explain the aim of using these items which include details of work environment circumstances like (heating, humidity , storing circumstancesetc) & packing requirements.

1. after sale services (installation , warranty, maintenance & training).
2. Similar works issued and accepted by concerned parties.
3. Specialized experience (similar works) :

The required projects number in the bid documents between (1-3).

The required years number for the similar projects (5-10) years , which calculated as the following :

One similar project amount for (huge & medium contracts) covers (60-80%) from the appraisal cost value .

One similar project amount for (small contracts) covers (30-70 %) from the contract value .

4. The implemented works within same field.
5. The period related to execute the contract.
6. Place of receiving the supplied goods.
7. Origin.
8. All operating materials and spare parts for operation.

9. The capability to commit with the achievement & delivery factors.
10. Arranging technical skills & capabilities to implement the contract.
11. Technical (engineering & technician staff & equipment).
12. The bidders should attach the similar projects with their bids which should be legalized by the concerning contracting party & state their technical system qualifications & specialists who are not working when contract projects are executing in different kinds or the consultative contracts.
13. Request to submit the required work programs

The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meet the following usage requirement: [list the requirement(s)]

- 1- Dialysis machines & main appliances include (filters , dialysis concentrate , bicarbonate cartilage) from manufacturing company exclusively which are gated (ISO, CE, FDA).
- 2- For non-essential appliances of the dialysis , these items could be imported from other producing companies gated (FDA , CE) .

- 3- *Concerning drugs & items using in this dialysis , they are ordered according to the M.O.H procedures.*
- 4- *The bidder should has successful projects around the world in scope of the dialysisservice.*
- 5- *Safety of the financial & legal side of the bidder.*

B) In addition to the above, the qualification criteria are:

1. Accurate technical specifications ...

These are the technical characteristics and scale of (Medical Appliances) required by the Contracting Entity and related services and their conformity with specifications, which facilitate the evaluation process of the bid and contain clear indicators and include details of the working conditions for these (medical appliances) such as (temperature, humidity, storage conditions, etc.) and the requirements of packaging, packing and enveloping

2. Final accounts

(Submitting the general budget audited by the legal auditors presenting the financial position of the previous years (), showing the financial efficiency and future profit forecast of the Bidder and endorsed by the auditor)

3. Cash flow

The Bidder shall provide the financial resources with the value of its submitted bid () according to the required bid currency.

4. Annual revenue

Minimum Annual Revenue Rate, the revenue of the Bidder is () for the works executed for the contracts completed or continuing during the years ()

5. Similar work (specialized experience)

It is the previous experience in the field of contracting as a supplier of (insert number of contracts) for years (insert number of years) at (insert amount(.

6. (insert any other criteria)

- Final accounts are required for the last two years prior to the date of Tender advertising. (In the absence of work carried out by companies in the last two years due to the financial crisis, final accounts will be submitted for the two years prior to 2014.

- Liquidity is defined as the clarification of financial capacity and the provision of cash flow, and its financial value varies according to size of the contracts (large, medium, small) of the estimated cost of the contract to be executed

Annual revenue is required according to the size of the contract (large, medium, small) and for the previous years ranging between (5-10).

Section Fourth. Bidding Documents

The Bidding Documents provided in this SSBD provide standard formats for a number of the key documents that the Contracting Entity and Bidders will exchange in the process of bidding.

{The Contracting Entity shall fill in the Forms with the needed information relevant to each procurement before launching the Bidding Process. The required place for writing this information is under the paragraphs written in Italic style and shaded in grey. Any notes provided to the Contracting Entity and It is in { } brackets which is underlined and shaded in yellow is for information only and shall be deleted before releasing the Tender Documents.}

The Bidder will fill in his part of the form where it is designated between brackets or_____.

The Bidders shall complete the Forms as indicated on the form, and submit them to the Contracting Entity.

1. Bid Submission Form.
- 2.Price Schedules for domestic (Medical Appliances) or goods of foreign origin available in Iraq.
3. Price Schedules for (Medical Appliances) to be imported from Abroad
- 4.Price Schedules for annual maintenance contracts after defects warranty period
5. Country of Origin Declaration Form
6. Manufacturer's Authorization Form.
7. Sample Form for Performance Statement

1. Bid Submission Form

Date: [insert: **date of bid**]

: Tender Number: [55/2023/85]

Letter of Invitation Number: [91]

To: {Contracting Entity to insert: [Name and address of Contracting Entity]}

Dear Sir or Madam:

Having examined the Tender Documents, including Addenda Nos. [insert numbers], the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the (Medical Appliances) under the above-named Contract in full conformity with the said Tender Documents for the sum of:

	[insert: amount of “Iraqi Dinar” in words]	([insert: amount of “Iraqi Dinar” in figures])
Plus	[insert: amount of “US Dollar” in words]	([insert: amount of “US Dollar” in figures])
Plus	[insert: amount of “Euro” in words]	([insert: amount of “Euro” in figures])

(hereinafter called “the Total Bid Price”) or such other sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.

2. We undertake, if our bid is accepted, to deliver the (Medical Equipment) in accordance with the delivery schedule specified in the [insert “Schedule of Requirements in Section Sixth” or “as quoted in Price Schedule in Section Sixth”] (the Bidder may select as appropriate clause).
3. We agree to all General Conditions of Contract in Section-SEVEN read in conjunction with the Special Conditions of Contract in Section-EIGHT.

4. If our bid is accepted, we undertake to provide an advance payment guarantee good performance guarantee in the form, in the amounts, and within the times specified in the Tender Documents.
5. We agree to abide by this bid, for the Bid Validity Period specified in Sub-Clause 16.1 of the Bid Data Sheet in Section Two and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
6. Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us.
7. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
8. We agree to the following Eligibility Criteria:
 - (a) We have nationality from qualified countries as per ITB Sub-Clause-6.1 of Section one.
 - (b) We do not have conflict of interest in accordance with ITB Sub-Clause-6.1 (a) of Section one.
 - (c) We are not a Government-owned Entity in Republic of Iraq./ We are a Government-owned Entity in the Republic of Iraq and meet the requirement as per Sub-Clause 6.1(b) of Section one.
 - (d) We including any of our subcontractors or manufacturers for any part of the contract, have not been declared as ineligible by the Contracting Entity, under the Contracting Entity's country laws or official regulations or by an act of compliance with a decision of the United Nations Security Council.
 - (e) We have not been Black listed or Suspended by Ministry of Planning and declared as ineligible to bid during the period of time determined as per ITB Clause 6.3 of Section one.
9. We confirm that our website address is [*insert website address*] and our mail address is [*insert email address*], and that Mr. /Ms. [*insert name*] of Job Title [*insert job title*] and e-mail address [*insert e-mail address*] will be following up all matters relevant to any Clarifications.

Dated this [*insert: number*] day of [insert: month], [*insert: year*].

Signed: _____

Date: _____

In the capacity of [*insert: title or position*]

Duly authorized to sign this bid for and on behalf of [*insert: name of Bidder*]

2. Price Schedule for Medical Appliances of Foreign Origin Available in Iraq

1		2					3	4	5					6
Schedule No	Item No.	Brief Description of Goods ##					Quantity offered and physical unit	Country of Origin	Price per physical unit [<i>Iraqi Dinar</i>] (figure and in writing)					Total Price
		Product	Strength	Dosages form	Pharmacopeia Standard	Unit Pack sizes			Ex-factory/ex-warehouse/ex-show room/off-the shelf including packing and forwarding charges (a)	Sales and other taxes and duties payable if contract is awarded (b)	Inland transportation insurance loading/unloading and incidental costs till end-users site (c)	Incidental services as defined in schedule of requirement (d)	Price on DDP/free delivery at end-users e=(a+b+c+d)	
(a).	(b)	(a)	(b)	(c)	(d)	(e)								Total Price on DDP/Free Delivery at End-users' site. (Iraqi Dinar) quantityX 5 (e)
<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>								
	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>								
<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>	<i>[Insert]</i>								

Grand Total of Bid price: [*Iraqi Dinar*] _____ (In figures) _____ (In words)

Delivery Period: _____ [*Bidder may insert quoted delivery period*] as per INCOTERMS® current edition _____ [*Insert Incoterms*].

Place: _____

Date: _____

Note: -

{Insert Medical Appliances}

Signature of Bidder _____

Name & Designation _____

Business address _____

Seal of the Bidder _____

3. The Price Schedule for (Medical Appliances) to be imported from abroad

1			2		3	4	5				6
National No.	Seller Code No.	Item No.	Brief Description of Goods ##		Quantity offered and physical unit	Country of Origin	Price per physical unit [Bidder may insert permissible Currency]				Total price on DDP at End-users' site along with Incidental Services 3*5(d)
			Product	Packing Unit Size			CIP price [Bidder may insert place of destination]	DDP at End-users' site	incidental Services as defined in Schedule of Requirements	DDP at End-users' site and Incidental Services	
(a)	(b)	(c)	(a)	(b)			(a)	(b)	(c)	(d) = [(b) + (c)]	
[Insert]	[Insert]	[Insert]	[Insert]	[Insert]							
[Insert]	[Insert]	[Insert]	[Insert]	[Insert]							
[Insert]	[Insert]	[Insert]	[Insert]	[Insert]							

Grand Total of Bid price: [Bidders may insert permissible Currency] _____ (In figures)
 _____ (In words)

Delivery Period: _____ [Bidder may insert quoted delivery period] as per INCOTERMS® current edition _____ [Insert Incoterms].

Place: _____

Date: _____

Signature of Bidder _____

Name & Designation _____

Business address _____

Seal of the Bidder _____

Note: -

{Insert Medical Appliances}

4. Price Schedule for Annual Maintenance Contract (AMC) after Warranty Period##

1		2	3	4				5	6.	7.	8.
Schedule No.	Item No.	Brief Description of Goods	Quantity Offered	AMC Cost for year wise after completion of 'n' year Warranty period. ##				Total AMC Cost for 'n' Years = [4 (a)+ 4 (b)+.....4n]	Taxes	Total AMC for [Insert number of years##] with Taxes [5+6]	Grand Total AMC for [Insert number of years##] Years with Taxes [3x7]
(a)	(b)			1 st Year	2 nd Year	n th Year				
				(a)	(b)		(n)				
[Insert]	[Insert]	[Insert]									
	[Insert]	[Insert]									
[Insert]	[Insert]	[Insert]									

Grand Total of Bid price: [Bidders may insert permissible Currency] _____ (In figures)
 _____ (In words)

Place: _____ Signature of Bidder _____
 Name & Designation _____
 Date: _____ Business address _____
 Seal of the Bidder _____

{Insert number of years of **Annual Maintenance Contract** after warranty period required as per Schedule of Requirements}.

{If Training Services for the Iraqi Government Staff are needed under the Scope of this Tender (for Commissioning, Operation, etc), the Price Schedule has to include this Item and to identify if needed inside or outside Iraq with relevant justifications. The number of Staff involved, Training period, location of Training, scope of training, and programme shall be specified. If the location is outside Iraq, the item has to include all relevant Travelling requirements. The staff involved in this training shall be of relevant expertise and qualified and will be committed to work in the line of the training received. The same will be reflected in the Contract as well. }

Country of Origin Declaration Form

Item	Description	Code	Country

A confirmed certificate of origin shall be issued for all imported Medical Appliances at the time of shipment

6. Manufacturer's Authorization

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization shall be on the letterhead of the Manufacturer and shall be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the ITB.

Date: [insert: date (as day, month and year) of Bid Submission]

IFB No.: [insert: number of bidding process]

To: [insert: complete name of Contracting Entity]

WHEREAS We [insert: complete name of Manufacturer], who are official manufacturers of [insert: type of Medical Appliances manufactured], having factories at [insert: full address of Manufacturer's factories], do hereby authorize [insert: complete name of Bidder] to submit a bid the purpose of which is to provide the following Medical Appliances, manufactured by us [insert: name and or brief description of the Goods].

We hereby extend our full guarantee and warranty in accordance with Clause 15 of the General Conditions of Contract, with respect to the Medical Appliances offered by the above firm.

Signed: [insert: signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert: complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert: title]

Duly authorized to sign this Authorization on behalf of: [insert: complete name of Bidder]

Dated on _____ day of _____, _____ [insert: date of signing]

7. Sample Form for Good Performance Statement

Contract placed by	Order No and date	Order placed on	Description of Goods	Quantity	Date if completion of Contract		Reasons of delay, if any	Are the Goods supplied satisfactory?
					As per Contract	Actual		
1	2	3	4	5	6	7	8	9

Section Fifth Qualified Countries

Regarding the eligibility of the Bidders for the provision of (Medical Appliances), Works and Services in Public Contracts financed by the Purchaser:

1. The Purchaser permits firms and individuals from all countries to offer (Medical Appliances), works and services for projects financed by the Government of Iraq. As an exception, firms of a Country or (Medical Appliances) manufactured in a Country may be excluded if:

- (a) If the legislation or official instructions in force prohibit the Bidder's country from establishing commercial relations with the Purchaser state provided that the Purchaser is convinced that such prohibition will not prevent the fruitful competition for supplying goods or executing works.

- (b) by an Act of Compliance with a Decision of the United Nations Security Council taken under Chapter SEVEN of the Charter of the United Nations, the Purchaser's country is forbidden to import any goods or pay any amounts to the Bidder's country.

2. For the information of bidders, at the present time firms, (Medical Appliances) and services from the following countries are excluded from this bidding:

a- With reference to paragraph: 1-(a) above.

b- With reference to paragraph: 1-(b) above.

PART TWO
List of contracting requirements
Section Sixth: List of contracting requirements

Table no.(1) appraisal cost for one dialysis

No. of dialysis	No. of centers	Qty
210000/ two hundred ten thousand dialysis	Build one center in AlHussein hospital	70/ seventy machines

SCHEDULE OF REQUIREMENTS

Schedule: I List of (Medical Appliances), Delivery Schedule and Terms of Delivery:

1		2					3	4	5	6
Schedule No.	Item No.	Brief Description of Goods					Qty	Bid	Final	Required
		hemodialysis machines					70 machines 210000 dialysis	Gaurantee amount \$117, 740.70	Destination [Note Insert End- users'' address]	Delivery period as per ____ [insert Incoterms@ current edition]
(a)	(b)	Produc t (a)	Strengt h (b)	Dosages form (c)	Pharmac opeia Standard (d)	Unit pack size (e)				
[Insert]	[Insert t]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]
	[Insert t]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]
[Insert]	[Insert t]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]	[Insert]

Terms of Delivery: The Bidders are required to quote prices as per the terms of delivery stipulated in Price Schedule in Section –IV

Schedule II: Scope of Incidental Services:

[Insert: “Nil” for Health Sector Goods

OR “Required Installation, Demonstration and onsite Training & abroad training , warranty & maintenance ” for Medical Equipment]

Installation & operation of equipment	<ul style="list-style-type: none"> - The second party (Seller) is responsible to install and operate the equipment within 15 days for each equipment from the date of notification and prepare the suitable site for installation, otherwise a delay penalty will be imposed for each day delay according to the following equation: (Installation & operation amount/ installation & operation period in days x 25%= the penalty for one day) on condition that such penalty should not exceed 25% from installation & operation value, & if the delay penalty reach the A/M maximum range , the first party has the right to take the legal procedures against the second party & to bear the difference in the prices that is resulted from kimadia execution to the contract. - First party has the right to take legal procedures against second party after warning him officially through reliable E-mail that stated in the contract within (15 days) from date of the warning & before the delay penalty reaches the maximum. - Second party adheres to state manufacturing date of the equipment that should not exceed one year from notification date of opening the L/C as well as to be mentioned in the installation & operation report for each equipment upon installation & receiving. - If second party didn't adhere with installation & operation of the equipment within the stated period in the contract, a technical committee will be formed from engineering & maintenance dep. for medical & service equipment in order to effect maintenance works after warning the second party of such default as well as deducting the amount of installation, operation & delay penalty from second party charges. - Second party adheres to deliver installation & operation reports to engineering & maintenance dep. For medical & service equipment within (7/ seven days for equipment installed in Baghdad) & within (15/ fifteen days for equipment installed in other provinces).
Warranty & Maintenance	<p>The second party (seller) should submit warranty and maintenance period for (Five years or the end of last dialysis) labor + spare parts to the equipment & their accessories starts from date of installation, operation, & the initial receive of the equipment in health institutes through installation & operation report, provided that the 2nd party should maintain the equipment within (72 hours) inside Baghdad & within one week outside Baghdad from the date of breakdown notification within warranty and maintenance period ,in case there is a delay in effecting warrantee and maintenance within a/m periods a</p>

	<p>delay penalty will be imposed per each day according to the following equation:</p> <p>(warranty and maintenance amount /periodical maintenance period – permission period x 25%= the penalty for one day) And it should not exceed 25% from warranty and maintenance value when the delay penalty reaches the A/M highest percentage the first party has the right to take the necessary legal actions against the second party & hold all the legal effects & differences in prices resulted from kimadia execution of the contract.</p> <p>- First party has the right to take legal procedures against second party after warning him officialy through reliable E-mail that stated in the contract within (15 days) from date of the warning & before the delay penalty reaches the maximum.</p> <p>- If second party didn't adhere with maintaining the equipment within the stated period in the contract, a technical committee will be formed from engineerin g & maintenance dep. for medical & service equipment in order to effect maintenance works after warning the second party of such default as well as deducting the amount of installation, operation & delay penalty from second party charges.</p> <ul style="list-style-type: none"> • Submitting warranty by the supplier include the safety of the equipment during the receiving equipment stated in the contract . • Effecting Periodical maintenance every three months otherwise a delay penalty will be imposed per each day according to the following equation (warranty and maintenance amount /periodical maintenance period –permission period x 25%= the penalty for one day) provided that permission period to be added as follows :- Permission period for seasonal maintenance (four time a year) , permission period is (15 actual work day). <p>- Second party adheres to deliver installation & operation reports to engineering & maintenance dep. For medical & service equipment within (7/ seven days for equipment installed in Baghdad) & within (15/ fifteen days for equipment installed in other provinces).</p> <p>- First party has the right to take legal procedures against second party after warning him officialy through reliable E-mail that stated in the contract within (15 days) from date of the warning & before the delay penalty reaches the maximum.</p> <ul style="list-style-type: none"> • Second party adheres to supply spare parts after expiring date of warranty for five years provided that this should be through separated contract according to ministry needs for these items . • Second party adheres to guarantee the description of the supplying
--	--

	<p>consignment for (5 years) starting from initial receiving date, and imposing (5%) from the total value of the contract as guarantee will not be released until execution the contractual conditions & finishing the warranty & maintenance period.</p> <p>- Final receive of the center will be after the dialysis are over according to contract's conditions, all equipment & the center as well as the contents will become the property of MOH enhanced with approvals.</p>
Training	<p>The Supplier adheres to effect inside training course as stated in technical descriptions table within (180) days ,starting from the date of notifying L/C opening , otherwise delay penalty will be imposed against your company for each day delay &deducted from the training amount that does not exceed 25% of the training amount (training amount /training period in days x 25%= the penalty for one delay day) and if delay penalty reached maximum the first party has the right to take all legal procedures against second party and will bear all legal consequences, inside training is subjected to same penalty that imposed on abroad training.</p> <p>- First party has the right to take legal procedures against second party after warning him officialy through reliable E-mail that stated in the contract within (15 days) from date of the warning & before the delay penalty reaches the maximum.</p> <p>- The seller should presents complete fixed training program with each contract & it should contains the following:</p> <ul style="list-style-type: none"> * work's method of contract's items. * method of installation & loosening parts of equipment. * dependable maintenance method of equipment. * way of following up the idle & how to repair this idle. *The parts which always go out of order & the reasons behind these idles & how to avoid these idles. * which items can be replaced without effecting the equipment works. * specifying the required specialization for training (electric engineer, mechanic engineer , technicianetc). * submitting a complete survey for the technical & administrative staff who will submit the training course & the C.V for such staff & if it is a part of the contracted company or this company will sign a contract with another specialist company in training. * the second party adheres to give the participant or the trainee a participating certificate & real evaluation for each participant which

	could enable him completing any maintenance for the equipment.
--	--

Table 3: Annual Maintenance Contract (AMC):

[insert; The Bidder shall ensure and undertake to keep the equipment subject to the annual maintenance contract functioning properly and correctly at the rate of “x %” [insert such as 95% or 98%] UPTIME warranty during AMC Period shall be provided. Downtime period exceeding (100-x) % then the period of this contract shall be extended doubling the downtime period.]

Technical Specifications

{The Contracting Entity shall include information and specifications in the schedules of medical appliances, as necessary)}.

Summary of technical specifications of medical appliances.

CODE NO:

DEVICE NAME: *Hemodialysis Units*

DATE:

ALARM ACTIONS	
LOSS-OF-WATER ALARM	Yes
Blood-leak detector	Yes
Air/foam detector	Yes
Conductivity	Yes
Arterial/venous pressure	Yes
Temperature, high/low	YES
OTHER SPECIFICATIONS	<ul style="list-style-type: none"> - Power-failure alarm and battery backup. - Accurate dialysis fluid conductivity and TMP Monitor. - HDF - Adjustable dialysis fluid flow - Double and single needle dialysis applications. - Card reader for patient data - Decrease or stop UF in case of hypotension automatically.
Power Supply	<ul style="list-style-type: none"> - 220VAC ,50/60 Hz - Three pin plug (G type) - Back up battery or UPS for ≥ 15 minute
Environmental Requirements	The supplier confirm that: The equipment suitable work in the climate conditions in Iraq in terms of temperature & humidity.



توقيع مدير قسم ادارة الاجهزة الطبية	توقيع مدير الشعبة الفنية	توقيع المهندس
مصادقة اللجنة الاستشارية		
توقيع الدكتور	توقيع الدكتور	توقيع الدكتور

M.INS.ENG.SARGON

Email:mdm_moh@yahoo.com

CODE NO:

DEVICE NAME: *Hemodialysis Units*

MODEL	Basic Hemodialysis Units
DIALYSATE DELIVERY	
Comfort control, °C	≥ 30 to ≤ 40
Temperature alarm limits, °C	≥ 41
Conductivity range, mS/cm	≥ 12 to ≤ 17
Flow, mL/min	≥ 100 to ≤ 1200
Transmembrane pressure, mm Hg	≥ -300 to ≤ 700, Alarm if < 0
Rx dialysis	YES
Bicarbonate	YES
Sodium therapy	Accuracy at ±10%
Ultrafiltration removal rate, L/hr	Yes
Bypass Indicator	
BLOOD CIRCUIT	
Arterial pressure, mm Hg	≥ -700 to ≤ 800
Venous pressure, mm Hg	≥ 0 to 800
Blood pump range, mL/min	≥ 0 to ≥ 500
Heparin pump range, mL/hr	≥ 0 to ≥ 10
DISINFECTION	
Method	Heat and chemical or Better
DISPLAY TYPE	≥ 12" inch touch screen
DISPLAYED PARAMETERS	
Transmembrane pressure	Yes
Conductivity	Yes
Flow rate	Yes
Elapsed time	Yes
Remaining time	Yes
Prescribed time	Yes
Other	BP reading, KT/V(measured preferable), Ven arterial pressure.
SYSTEM	
Interface	RS232 or Ethernet or USB

وزارة الصحة
دائرة الامور الفنية
الشعبة الادارية

وزارة الصحة
دائرة الامور الفنية
الشعبة الادارية

توقيع مدير قسم ادارة الاجهزة الطبية	توقيع مدير الشعبة الفنية	ج. المونس
M.INS.ENG.SARGON	مصادقة اللجنة الاستشارية	
توقيع الدكتور	توقيع الدكتور	ع. الدكتور

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Technical requirements For Hemodialysis contracts (Expansion)/ hemodialysis national projects

1- **Building:** will be according to the updated global descriptions, according requirements of projects & engineering services directorate (32m² for each equipment), sketches & statements should be approved by projects & engineering services directorate.

2- Supplying hemodialysis machines with warranty & maintenance for five years provided that the equipment should have (CE & FDA) certificate & manufactured by global wellknown companies accoeding dependable technical descriptions by technical affairs directorate/ medical equipment management dep.

The supplier is responsible to supply & operate the machines throughout contract's period, warranty & maintenance as well as upgrading the machines & replacing them if needed within contract's period, assuring the continuation of presenting the hemodialysis services to the patients.

3- Lab includes all the necessary lab devices for lab tests that mentioned below with warranty & maintenance for five years, according to the descriptions of technical affairs directorate/ medical equipment management dep. , provided that they should be fully automated as per attached origins table presented by the co that execute the contract signed between both parties:

Monthly tests are as follows:

- CBC (COMPLETE BLOOD COUNT)
- S.UREA , S. CREATININE ,SPO4 , S. ALBUMIN , S. URIC ACID ,TOTAL SERUM PROTIEN , RBS
- LIVER FUNCTION TEST (S.GOT ,S. GPT ,S. ALP , S. BILLIRUBIN)
- HIV , ANTI-HCVAb, HBs-Ag(VIDAS TECHNIQUE)
- TIBC , S.FERRITIN , TRANS FERRITIN SATURATION , S.IRON
- ACT (ACTIVATED CLOTTING TIME)
- GUE (GENERAL URINE EXAMINATION)
- ELECTROLYTES (S.NA , S.K , S.CA)
- ABG WITH ELECTROLYTES

a/m tests to be proceed at least once in each month as patient need & the recommendation of the specialized Physician.

- P.T.H, VIT .D3 every three months
- PORTABLE BLOOD GLUCOSEMONITORER
- BIOCHEMISTRY AUTOANALYZ
- ABG WITH ELECTROLYTES
- ELECTROLYTES AUTOANALYZER
- MICROSCOPE (for GUE)
- AUTOMATED COAGULATION
- HEAMATOLOGY AUTOANALYZ (DIFF)
- AUTOMATED CHEMILUMINESCENCE ANALYZER

- AUTOMATED FLOURESCENCE LINKED IMMUNOASSAY

(consumables to be required for all a/m tests according the need & the recommendation of the specialized Physician).

- Second party adheres to supply all consumables, quality control & necessary calibration for all a/m lab equipment.
 - Lab items to be evaluated in teaching hospitals related to governmental health institute, such evaluation to be depended in all Dialysis centers to insure the safety of lab items & continuing the work in these centers without any pause in Lab services.
 - Supplying PCR Unit, consumables to be provided the health directorates.
- 4- Warranty & maintenance for five years for Oxygen system which is (50% from the beds provided that all used tubes to connect the oxygen should be according HTM 02-01 as per medical gases national guide, all tubes should marked (stamped/ Medical GAS M.G) that are supplied before through the previous contract) provided that this system should be linked with the main system of the hospital if any or installing CYLINDERS 5*2 MANIFOLD SYSTEM.
- 5- Installing alarm system & fire extinguishing system in the center according specifications & standards that mentioned in the valid instructions & regulations (with maintenance & warranty for five years).
- 6- Providing united national program for all centers within the single contract that depended globally to register the dialysis center patients which should be linked with MOH website through supplying programmed server includes supplying computers or laptops (Qty 2) with internet line in addition to Trane staffs to insert data and should be united program under name (national record for electronic registration for Kidney failure patients) which should be controlled by (IT), the inserted data should be united according attached forma that depended by technical affairs directorate, the health directorate should prepare data entry for a/m system within a period not more than (60 days) from commencement date of executing contract's conditions.
- 7- Supplying medical & office furniture for the center & their attached clinics inside the dialysis center exclusively, cooling systems & cameras according to the center need.
- 8- Solutions & filters according to the requirement of specialist doctor & health case requirements of the patient, provided that the supplier should supply 20% specialized filters according to the center director request.
- 9- Supplying each patient with double lumen for the first dialysis for one time (if 20 new patients entered monthly only within contract's period).
- 10- Supplying the room of double lumen with the following according standard reliable specifications by technical affairs directorate:
- a) Warranty & maintenance for five years for the ULTRASOUND DOPPLAR DEVICE FOR (VASCULAR) from well known origins, ONE device for each center.

- b) Supplying Catheter overlap set which should be for the patients according definition [(negative patients & HIV patients (B & C)] at total Qty (6 sets for each definition/ 2 sets negative, 2 sets HIV B, 2 sets HIV C).
 - c) Supplying MINI CUP for double lumen for each patient to reduce the virus infection & any possible inflammations.
 - d) Supplying electromotive stretcher (with warranty & maintenance for five years)
- 11- Supplying following items to the center (for each Dialysis)
- a) Following items for the patients:
 - Syringe (6 PCS), cotton (1 Roll , Gauze (10 PCS), gloves , plaster (1 Roll), head cover (1 PCS), cover shoes (1PCS), bed cover (1 PCS).
 - b) Supplying following items for the workers:
 - GOWN
 - HEAD COVER
 - SHOES COVER
 - GLOVES
 - In case of some a/m items damaged while dialyzing , second party adheres to compensate them without calculating any extra costs.
 - c) Warranty & maintenance (five years) for COVER SHOES Device.
- 12- Supplying necessary sterilizers for the center which include the following:
- Floors & ceilings sterilizer (supplying half litter daily for each ten Hypochloride devices.
 - Equipment sterilizer according manufacturing co. instructions.
 - High contact surfaces sterilizer (supplying one litter daily for each ten equipment).
 - Hand sterilizer (five litters ethanol for each ten devices)
 - Supplying one dispenser for each two dialysis device in one single hall, one equipment in the waiting hall & two devices in the Laboratory.
 - One sprayer or sterilization vaporizer.
 - Cleaning cart for each hall
- 13- Supplying medical & regular waste containers & waste bags, disposal materials should be eliminated according to the environment & health Ministries by the hospital or the independent center as follows:
- a) (10 litter medical waste containers) for each Dialysis machine/ three units monthly.
 - b) (5 regular containers) for each ten machine annually.
 - c) (1 waste bag) for each machine daily.
- 14- Second party adheres make RO WATER TEST monthly (water treatment technique system) according attached tests forma that depended by technical affairs directorate,

test should be by one of the specialized governmental authorities (science & technology ministry, environment ministry & health central lab. With sending monthly reports by the inspection authorities to the MOH/ technical affairs directorate periodically), this ensures that all a/m required checks are carried out according to work mechanism issued later on by technical affairs directorate.

- 15- Warranty & maintenance for RO to ensure supplying (ultra pure water) for (HD & HDF) provided that R.O must be 2 stages/ online flow
- 16- Supplying RO to treat the water before entering to the main station inside the center , according to the global , up-date engineering descriptions , provided that , water heating should be suitable for the machines work to ensure using HDF.
- 17- System production should be enough to operate all hemodialysis devices in the center to ensure continuation of equipment work standard.
- 18- In case there is a pause in a/m system work for any reason, second party adheres to maintain & repair the malfunctions within a maximum period (48 hours) starts from malfunction notification date to the second party by the management of the center.
- 19- All companies that will execute the project should adhere to the update, upgrade, scientific guidelines, recommendations related to the RO System & its accessories which will specified later on by technical affairs directorate without calculating any extra costs throughout execution period of the contract.
- 20- 20% of the beds should include scales to be maintained along contract period.
- 21- Supply with warranty & maintenance for UPS with voltage regulator that has (USA or EU quality certificate) enough to operate all equipment in the center to protect from the electrical shutdown.
- 22- All hemodialysis halls should be included with the following items:
 - a) folding stretcher for each hall
 - b) Wheel chair for each hall
 - c) Dressings trolley for each hall
 - d) Blood pressure instrument for each hall with stethoscope for each hall
 - e) Electric shock device with (heart recovery set) Crash Car for each center
 - f) Monitor device for each hall.
 - g) Portable pulse oximetry for each hall.
 - h) Ophthalmoscope for each hall.
 - i) Digital scale with capacity to weight the patients with wheel chair for each hall + analog for each hall.
 - j) Digital scale with capacity to weigh the patients in each hall.
 - k) Sucker device qty (2) for each hall.
 - l) ECG Device Qty (1) for each hall.
- 23- The second party adheres to employe service workers , one worker for each ten machines in each center & supplying the necessary cleaning requirements in full time, as well as the following requirements:

- a) One liter hand soap for each machine monthly
 - b) One liter concentrated floor soap for each machine monthly.
 - c) Ten (floor brush + floor wiper + towels to wipe devices & floors) annually.
- 24- Employing one Engineer at least in each center to maintain the equipment & water station/ shifts work.
- 25- Supply with warranty & maintenance for five years for CRRT system & separate Plasma Qty (1) for each hemodialysis center , & the second party should adheres to arrange local training course for the work staffs on these machines, provided that , 20% from the required dialysis in the, such dialysis will be arranged on this system as the following:
- a) In case using CRRT dialysis in any kind of sets which work on CRRT system, one dialysis will be for (3 days) equal to 18 normal hemodialysis during single Dialysis in one day whatever the qty of filters & solutions are used, one dialysis should not exceed (3 days) calculating the dialysis will be as following:

 1st day (8 dialysis), 2nd day (6 dialysis) & 3rd day (4 dialysis).
 The second party should provide the necessary sets for work (tubes, filters & solutions) according to the Physician recommendation & a/m equation for each dialysis.
 - b) Separating the Plasma using a/m device according to specialized Physician requirement the price of such procedure is equal to (5 normal hemodialysis).
- 26- One dialysis include the following:
- Filter (high + low flux) according to the request of center's doctor .
 - Blood line set for hemodialysis according to the dialysis system HD or HDF according specialized Physician recommendations, adding single needle suitable for patients ages.
 - AV fistula needle
 - Dialysis concentrate bag (bicarbonate + acidic concentrate) .
 - Heparin vial for each patient, according to the doctor center recommendation the concentration is according to the specialized Physician recommendation.
 - Bicarbonate cartilage.
 - The co. that execute the contract should provide quality certificate for the main appliances for single dialysis mentioned above.
- 27- Dialysis mentioned in point (26) will be considered as an achieved one in case the A/M requirements will be used, & in case the dialysis will be suspended according to the patient request before the decided time or because of medical complications happened to the patient which decided by the doctor that such suspension is not related to the second party commitments.

- 28- In case using more than one filter or blood line set or the needle or others for the same patient will be calculated within the single dialysis.
- 29- Supplying Dialysis solutions (gallons) manufactured in the country of origin according origins table, to be tested in drug control center before releasing such solutions should supplied continuously.
- 30- All Hemodialysis machines should be of the latest generation manufactured by the co. (in case of supplying) work in 80% HD system & 20% HDF system, with providing the medical & service equipment import department with original legalized origin certificates during the shipment & percentage of dialysis use system will be 10% for each center.
- 31- Replacing the biological filters (bacteriology filter) related to RO within a period (one month till two months) to ensure standard work of the system according technical specifications & results of periodical tests.
- 32- Storage, inside transferring & project management (the project manager, maintenance engineer, store responsible person & workers that transfer the items) is the responsibility of the supplier.
- 33- Main & accessory medical equipment & lab equipment should have quality certificate (FDA or CE).
- 34- The contract is renewable by both parties according regulations, instructions & valid Iraqi law of executing governmental contracts.
- 35- Isolation: Hemodialysis isolation halls are taken into consideration (hepatitis kind B & C as well as the venereal disease) according the chairman & members of the supervision committee national hemodialysis project in the End User directorate as per instructions, regulations & depended technical descriptions in MOH.
- 36- The co. that will execute the contract adheres to train the all working staffs in the center locally & periodically according the request of center's manager in coordination with technical affairs directorate not less than three courses annually.
- 37- In case of need to change a/m technical descriptions, technical affairs directorate exclusively considers the change before occurring.
- 38- In case of need to change engineering requirements, project & engineering services directorate exclusively considers the change before occurring.

Part three

Conditions of Contract

Section Seventh. General Conditions of Contract

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General Conditions of Contract

1. Definitions	In this Contract, the following terms shall be interpreted as indicated:
	(a) "The Contract" means the agreement entered into between the Contracting Entity and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
	(b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
	(c) "Day" means calendar day.
	(d) "Effective Date" means the date on which this Contract becomes effective pursuant to GCC Sub-Clause 6.2.
	(e) "End User" means the organization(s) where the (medical appliances) will be used, as named in the Schedule of Requirements.
	(f) "GCC" means the General Conditions of Contract contained in this section.
	(h) "The Purchaser" means the organization or the Contracting Entity purchasing the medical appliances, as named in the SCC.
	(i) "Registration Certificate" means the certificate of registration or other documents in lieu thereof establishing that the medical appliances supplied under the Contract are registered for use in the Iraq in accordance with the Applicable Law.
	(j) "SCC" means the Special Conditions of Contract.
	(k) "The Services" means those services ancillary to the supply of the medical appliances, such as transportation and insurance, and any other incidental services.
	(l) "Site," where applicable, means the place or places belonging to the contracting party (the contracting entity) according to the list of contracting requirements.
	(m) "The Supplier" means the individual or firm supplying the medical appliances and Services under this Contract, as named in the SCC.
	(n) Fraud and Corruption : The Purchaser defines Fraud and Corruption as per the relevant applicable Iraqi laws. For the purposes of this Sub-Clause, the Purchaser will be guided further by the definition of the terms as set forth here below:
	(1) "corrupt practice" is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
	(2) "fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
	(3) "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;

	(4) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
	(5) “obstructive practice” is
	(aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Purchaser’s investigation into allegations of a corrupt, fraudulent, coercive or collusive practice in accordance with the applicable Iraqi laws; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or
	(bb) acts intended to materially impede the exercise of the Purchaser’s inspection and audit rights as per the applicable Iraqi laws and as per Sub-Clause 5.4.
2. Application	2.1 These General Conditions shall apply to the extent that they are not superseded by other provisions.
3. Country of Origin	3.1 For purposes of this Clause, “origin” means the place where the medical appliances were mined, grown, or produced, or from which the Services are supplied. the medical appliances are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
	3.2 The origin of the medical appliances and Services is distinct from the nationality of the Supplier.
4. Standards	4.1 The medical appliances supplied under this Contract shall conform to the standards mentioned in the Technical Specifications and, when no applicable standard is mentioned, to the authoritative standards appropriate to the goods of country of origin. Such standards shall be the latest issued by the concerned institution.
5. Use of Contract Documents and Information; Inspection and Audit	5.1 The Supplier shall not, without the Purchaser’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
	5.2 The Supplier shall not, without the Purchaser’s prior written consent, make use of any document or information enumerated in GCC Sub-Clause 5.1 except for purposes of performing the Contract.
	5.3 Any document, other than the Contract itself, enumerated in GCC Sub-Clause 5.1 shall remain the property of the Purchaser and shall be returned (all copies) to the Purchaser on completion of the Supplier’s performance under the Contract if so required by the Purchaser.
	5.4 In accordance with the applicable Iraqi laws, the Supplier shall

	<p>permit the Purchaser through the competent authorities to inspect the Supplier's offices and/or the accounts and records of the Supplier and its sub-contractors relating to the performance of the Contract, and to have such accounts and records audited by auditors.</p> <p>The Supplier's attention is drawn to Clause 23, which provides, inter alia, that acts intended to materially impede the exercise of the Purchaser's inspection and audit rights provided for under this Sub-Clause constitute a prohibited practice subject to contract termination as well as to a determination of ineligibility pursuant to the Iraqi's prevailing sanctions procedures in Iraq.</p>
6. Certification of (medical appliances) in Accordance with Laws of Republic of Iraq	6.1 If required under the Applicable Law, (medical appliances) supplied under the Contract shall be registered for use in the Iraq. The Purchaser undertakes to cooperate with the Supplier to facilitate registration of the (medical appliances) for use in the Iraq.
	6.2 Unless otherwise specified in the SCC, the Contract shall become effective on the date ("the Effective Date") that the Supplier receives written notification from the competent authority in Iraq that the medical appliances have been registered for use in Iraq.
7. Industrial Property or Patent Rights	7.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof in Iraq.
8. Good Performance Gaurantee	8.1 Within 14 days, or twenty-nine (29) days including warning period in case of Complaints and Appeals raised by unsuccessful Bidders, of receipt of the notification of Contract award, the successful Bidder shall furnish to the Purchaser the Good Performance Gaurantee of 5% of Contract Price. If rules and regulations of Republic of Iraq grant exemption to Public Companies of State and Public Sector, they are accordingly exempted of submitting Good Performance Gaurantee.
	8.2 The proceeds of the good performance gaurantee shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
	8.3 The good performance gaurantee shall be denominated in the currency or currencies of the Contractor in a freely convertible currency acceptable to the Purchaser and chosen from the list of currencies from which the Central Bank of Iraq quotes the rate of exchange to the Iraqi Dinar. The Gaurantee shall be an unconditional guarantee payable upon demand and it shall a bank guarantee issued by accredited bank in Iraq in accordance with the instructions of Central Bank of Iraq in the format provided in the Tender Documents. In the case of a Bank Guarantee furnished from the banks located outside Iraq, it shall be endorsed and countersigned by an accredited bank in Iraq by way of back-to-back counter guarantee
	8.4 The good performance gaurantee will be discharged by the Purchaser and returned to the Supplier following the date of

	completion of the Supplier's performance obligations under the Contract, and expiry of the warranty period, the issuance of the satisfactory completion certificate and the final payment settlements
9. Inspections and Tests	9.1 The Purchaser or its representative shall have the right to inspect and/or to test the (medical appliances) to confirm their conformity to the Contract specifications. The SCC and the Technical Specifications shall insert what inspections and tests the Purchaser requires and where they are to be conducted. The Purchaser shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
	9.2 This article shall be according what is specified in the SCC
	9.3 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.
10. Packaging	10.1 The Supplier shall provide such packing of the (medical appliances) as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt, and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the (medical appliances)' final destination and the absence of heavy handling facilities at all points in transit.
	10.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the SCC or Technical Specifications, and in any subsequent instructions ordered by the Purchaser.
11. Delivery and Documents	11.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in the SCC.
	For Goods supplied from abroad: Upon shipment, the Supplier shall notify the Purchaser and the insurance company in writing the full details of the shipment including Contract number, description of the Goods, quantity, date and place of shipment, mode of transportation, and estimated date of arrival at place of destination. In the event of Goods sent by airfreight, the Supplier shall notify the Purchaser a minimum of forty-eight (48) hours ahead of dispatch, the name of the carrier, the flight number, the expected time of arrival, and the waybill number. The Supplier shall fax and then send by express courier the following documents to the Purchaser, with a copy to the insurance company:
	(1) three originals and two copies of the Supplier's invoice, showing Purchaser as [enter correct description of Purchaser for customs purposes]; the Contract number, Goods description, quantity, unit price, and total amount. Invoices shall be signed in original, stamped, or sealed with the company stamp/seal; one original and two copies

	of the negotiable, clean, on-board through bill of lading marked “freight prepaid” and showing Purchaser as [enter correct name of Purchaser for customs purposes] and Notify Party as stated in the Contract, with delivery through to final destination as per the Schedule of Requirements and two copies of non-negotiable bill of lading, or three copies of railway consignment note, road consignment note, truck or air waybill, or multimodal transport document, marked “freight prepaid” and showing delivery through to final destination as per the Schedule of Requirements;
	(2) four copies of the packing list identifying contents of each package;
	(3) copy of the Insurance Certificate, showing the Purchaser as the beneficiary;
	(4) one original of the manufacturer’s or Supplier’s Warranty Certificate covering all items supplied;
	(5) one original and copies of the Supplier’s Certificate of country of Origin covering all items supplied and associated trading lists endorsed by the relevant Iraqi Commercial Agencies outside Iraq. For items originating from countries member of the Arab Common Market, the certificates of origin and associated trading lists endorsed by the competent country of origin authority shall be sufficient;
	(6) original copy of the Certificate of Inspection furnished to Supplier by the nominated inspection agency and six copies (where inspection is required);
	(7) any other procurement-specific documents required for delivery/payment purposes.
	For Goods from within Iraq: Upon or before delivery of the Goods, the Supplier shall notify the Purchaser in writing and deliver the following documents to the Purchaser:
	(1) two originals and two copies of the Supplier’s invoice, showing Purchaser, the Contract number; Goods’ description, quantity, unit price, and total amount. Invoices shall be signed in original and stamped or sealed with the company stamp/seal;
	(2) two copies of delivery note, railway consignment note, road consignment note, truck or air waybill, or multimodal transport document showing Purchaser as [enter correct name of Purchaser] and delivery through to final destination as stated in the Contract;
	(3) copy of the Insurance Certificate, showing the Purchaser as the beneficiary;
	(4) four copies of the packing list identifying contents of each package;
	(5) one original of the manufacturer’s or Supplier’s Warranty certificate covering all items supplied;
	(6) one original of the Supplier’s Certificate of country of Origin covering all items supplied and associated trading lists endorsed by

	the relevant Iraqi Commercial Agencies outside Iraq. For items originating from countries member of the Arab Common Market, the certificates of origin and associated trading lists endorsed by the competent country of origin authority shall be sufficient;
	(7) original copy of the Certificate of Inspection furnished to Supplier by the nominated inspection agency and six copies (where inspection is required)
	(8) other procurement-specific documents required for delivery/payment purposes.
	Note: In the event that the documents presented by the Supplier are not in accordance with the Contract, then payment will be made against issue of the Acceptance Certificate, to be issued in accordance with SCC 9 (GCC 9) above.
	11.2 For purposes of the Contract, “EXW,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall be governed by the international rules for interpreting trading terms as prescribed in the current edition of INCOTERMS® published by the International Chamber of Commerce, Paris.
	11.3 Documents to be submitted by the Supplier are specified in the SCC.
12. Insurance	12.1 Unless otherwise specified in the SCC, The medical appliances supplied under the Contract shall be fully insured in a freely convertible currency of an qualified country, against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery.
13. Transportation	13.1 Unless otherwise specified in the SCC, the responsibility for regulating the transport of medical appliances shall be as prescribed in the current edition of INCOTERMS®
14. Incidental Services & AMC	14.1 The Supplier shall provide such incidental services, if any, as are specified in the Schedule of Requirements.
	14.2 The Supplier shall provide Annual Maintenance Contract (AMC), if any, after warranty period for number of years as specified in the Schedule of Requirements.
15. Warranty of defects	15.1 Warranty shall be as specified in the SCC.
16. Payment	16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:
	If the supplier is a public entity (state company and public sector), the purchaser can raise the advance payment according to the instructions in force.
	a. Payment for Goods supplied from abroad: Payment of foreign currency portion shall be made in the following currency: [insert contract currency] in accordance with the following:
	(1) Upon shipment: the purchaser shall pay to the supplier [eighty (80)]% of the price of the goods to be shipped, by means of a confirmed and irrevocable letter of credit, which shall be opened for

	<p>the supplier in a bank in his home country. Payment shall be made in accordance with the letter of credit after presenting the documents specified in GCC Clause 11;</p> <p>The Purchaser shall bear the costs of opening the letter of credit and the costs of amending it for reasons related to the Purchaser or caused by its fault or default. The supplier shall bear the costs of fixing the letter of credit and the costs of amending it.</p>
	<p>(2) On Delivery & Acceptance: the Purchaser shall pay to the supplier [twenty (20)]% of the total contract value within [thirty (30) days] of the date of receipt of the goods, after submitting a payment request (indicating the Purchaser's name, contract number, description of payment and total amount, signed in original, stamped or sealed with the company stamp/seal) supported by the Acceptance Certificate issued by the Purchaser.</p> <p>The Purchaser shall pay to the supplier the payments in the currency agreed upon in the terms of the Contract within [thirty (30) days] from the date of submitting the payment request (indicating the Purchaser's name, contract number, description of payment and total amount, signed in original, stamped or sealed with the company stamp/seal) supported by the Acceptance Certificate issued by the Purchaser.</p>
	B. Payments for goods supplied from within Iraq:
	Payments for goods and services supplied within Iraq shall be made in Iraqi Dinars according to the following:
	<p>(1) Advance Payment: The Purchaser shall pay to the supplier [insert percentage as per instructions) to local factories] after the submission of a payment request (indicating the Purchaser's name, contract number, description of payment and total amount, signed in original, stamped or sealed with the company stamp/seal) in addition to the advance payment guarantee in accordance with the document attached to Section EIGHT.</p>
	<p>(2) Upon receipt (acceptance): The Purchaser shall pay to the supplier [[insert percentage as instructed]% of the total contract value after submitting a payment request (indicating the Purchaser's name, contract number, description of payment and total amount, signed in original, stamped or sealed with the company stamp/seal) supported by the Acceptance Certificate issued by the Purchaser</p>
	{Please note that the percentages specified above can be adjusted to meet specific contracting requirements or approved business standards.}
	<p>16.2 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the (medical appliances) delivered and Services performed, and by documents submitted pursuant to GCC Clause 11, and upon fulfillment of other obligations stipulated in the Contract.</p>
	<p>16.3 The Purchaser shall make the payments as soon as possible and according to the work contexts of the Ministry of Health and in accordance with the terms of the tender advertising. The special</p>

	<p>conditions of the contract specify the procedures to be followed in case the purchaser fails to pay the due amounts.</p> <p>When applicable, the advance gaurantee shall be payable upon an on demand and unconditional guarantee issued by an accredited bank in Iraq as per the official publication of the Iraqi Central Bank. If the gaurantee is issued by a Bank located outside Iraq, the issuer shall have a correspondent accredited financial institution located in Iraq to make it enforceable.</p> <p>In the case of a bank guarantee, the gaurantee shall be submitted according to the formula adopted by banks.</p>
	16.4 Payment will be made in the currency or currencies specified in the SCC.
	16.5 Irrevocable non – transferable and unconfirmed Letter of Credit (LC) shall be opened by the Purchaser in accordance with the applicable Iraqi regulations. However, if the Supplier requests specifically to open confirmed LC, the extra charges would be borne by the supplier. If LC is required to be extended and/or amended for reasons not attributed to the Purchaser, the charges thereof shall be borne by the Supplier. However, if the LC is amended to make LC as per Contract requirements then charges thereof shall be borne by the Purchaser.
17. Prices	17.1 Prices charged by the Supplier for (medical appliances) delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, prices shall be fixed and firm for the duration of Contract.
18. Change Orders	18.1 No changes shall be introduced to the contract unless for the circumstances (a-e) listed here below. In such case, the Change shall be limited to minimum and would be applicable for the following reasons:
	(a) If the change is not introduced, a major damage will result economically and technically;
	(b) If the change is not introduced, the (medical appliances) cannot be useful upon completion;
	(c) If the change will realize savings in the cost of the Project;
	(d) If the change does not result in a major modification to the pre-determined scope of supply;
	(e) If the change will result in earlier time for completion but not to result in inferior technical specification or scope of supply.
	The Purchaser may as per the applicable Iraqi laws, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:
	(a) specifications, where (medical appliances) to be furnished under the Contract are to be specifically manufactured for the Purchaser;
	(b) the method of shipment or packing;
	(c) the place of delivery; and/or
	(d) the Services to be provided by the Supplier.

	<p>18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended.</p> <p>Any claims by the Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of the Supplier's receipt of the Purchaser's change order.</p>
19. Contract Amendment	19.1 Subject to GCC Clause 17, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
20. Assignment	20.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, to any other party in accordance with the legislation in force.
21. Delays in the Supplier's Performance	21.1 Delivery of the (medical appliances) and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Purchaser in the Schedule of Requirements.
	21.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) shall encounter conditions impeding timely delivery of the (medical appliances) and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration, and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without arrears fines, in which case the extension shall be ratified by the parties by amendment of Contract.
	21.3 Except as provided under GCC Clause 23, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of arrears fines pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Sub-Clause 21.2 without the application of arrears fines.
22. Arrears fines(reduced per completion ratios)	22-1 With the exception of the provisions stipulated in Article (22) of the general conditions of the contract, if the supplier fails to provide any or all of the medical appliances within the period (s) specified in the contract for that, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as arrears fines as a sum equivalent to delivered price of the delayed (medical appliances) Specified in the special conditions of the contract for each delay week or part of it until the actual delivery or execution. the Purchaser may consider termination of the Contract pursuant to SCC and according to the instructions and controls issued by the Ministry of Planning and any legislation in force ..
23.withdrawal of work by the employer	23.1 The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may withdraw the work via written warning for fifteen (15) days in whole or in part in accordance with the Iraqi applicable laws which includes

	incurring the difference of two allowances and in the following cases:
	(a) if the Supplier fails to deliver any or all of the (medical appliances) and related services within the period(s) specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 21; or
	(b) if the (medical appliances) do not meet the Technical Specifications stated in the Contract; or fail to replace it within thirty days of receiving a written notice by the purchaser.
	(c) if the Supplier fails to provide any registration or other certificates in respect of the (medical appliances) within the time specified in the Special Conditions.
	(d) if the Purchaser determines as per the applicable Iraqi laws that the Supplier has engaged in administrative corruption, fraudulent, collusive, coercive or obstructive practices in accordance with GCC Sub-Clause 1.1.n, in competing for or in executing the Contract, then the Purchaser may, after giving 15 days' notice to the Supplier, withdraw the work from the Supplier on this basis, and the provisions of Clause 22 shall apply as if withdrawal of work had been made under Sub-Clause 22.1.
	(e) if any employee of the Supplier be determined to have engaged in corrupt, fraudulent, collusive, coercive, or obstructive practice in accordance with GCC Sub-Clause 1.1.n during the purchase of the Goods, then that employee shall be removed.
	(f) if the Supplier fails to perform any other obligation(s) under the Contract.
	(j) If the supplier waived in part or wholly to another supplier or subcontractor with other supplier.
	(h) If parts of the supplied materials were awarded to another supplier without prior approval of the purchaser.
	23.2 In the event the Purchaser withdraw the work in whole or in part, pursuant to GCC clause 22-1, the Purchaser may supply, upon such terms and in such manner as it deems appropriate, (medical appliances) or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar (medical appliances) or Services.
24. withdraw the work for insolvency	The purchaser may at any time and after sending a written notice to the supplier for fifteen (15) days, may withdraw the work without resorting to the court in the following cases:
	a- If the supplier becomes bankrupt or insolvent or his assets were liquidated or submitted application of bankruptcy of insolvency.
	b- If a decision was issued by the competent court to put the supplier's funds at the hand of the liquidator.
	c- If the supplier made a reconciliation that protects him from bankruptcy or waived his right to the benefit of his creditor.
	d- If the supplier approved executing his contractual obligations under the supervision of control commission consisted of his creditors.

	e- If seizure was conducted on the funds of the supplier by a competent court, this seizure may lead to the inability of the supplier to fulfill his contractual obligations.
	In this case, the withdrawal of work is done without compensating the supplier, and without prejudice to any right or compensations that are on the liability of the purchaser according to the contract or which results later.
25. Force Majeure	25.1 Notwithstanding the provisions of GCC Clauses 12, 21, and 22, the Supplier shall not be liable for forfeiture of its good performance guarantee, arrears fines, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure as much as the performance is affected by this condition.
	25.2 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
	25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
26. Termination for Convenience	26.1 The Purchaser may terminate the Contract, in whole or in part, at any time for the following cases:
	(a) for general benefit.
	(b) in case there is no way to achieve the contract for any reason agreed which are outside the will of the two parties , which lead to impossible supplying .
	This is to be done after sending a written notice to the supplier to terminate the contract.
	26.2 For the remaining (medical appliances), the Purchaser may elect:
	(a) to have any portion completed and delivered at the Contract terms and prices;
	(b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed (medical appliances) and Services and for materials and parts previously procured by the Supplier.
	26.3 If the Contract is terminated for convenience of the Purchaser, the rights, duties and obligations of the parties, including all dues to the Supplier, shall be in accordance with the procedure set forth in Clause 26.
27. Settlement	27.1 If any dispute or difference of any kind whatsoever shall arise

of Disputes	between the Purchaser and the Supplier in connection with or arising out of the Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
	27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
	27.2.1 Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the (medical appliances) under the Contract. If the arbitration is not agreed upon, then the Iraqi law shall be applied for disputes resolution.
	27.2.2 Arbitration proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
	27.3 Notwithstanding any reference to arbitration herein, (a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and (b) the Purchaser shall pay the Supplier any monies due the Supplier.
28. Limitation of Liability	28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 7,
	(a) the Supplier shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay arrears fines to the Purchaser and
	(b) the aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price.
29. Contract Language	29.1 The language of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract that are exchanged by the parties shall be written in the same language.
30. Governing Law	30.1 The Contract shall be interpreted in accordance with the Iraqi Law and guardianship of Iraqi judicial system.
31. Notices (Notification notices)	31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable (the term "cable" is deemed to include electronic mail, telex, or facsimile) and confirmed in writing to the other party's address specified in the SCC.
	31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
32. Taxes and Duties	32.1 A Supplier supplying (medical appliances) from abroad shall be entirely responsible for all taxes, stamp, duties, license fees, and other such levies imposed outside Iraq in accordance with the legislations in force.

	32.2 A Supplier supplying (medical appliances) offered from within Iraq shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted (medical appliances) to the Purchaser.
33. Withholding and lien in respect of sums claimed	33.1 Whenever any claim or claims for payment of a sum of money arises out of or under the Contract of Republic of Iraq against the Supplier, the Purchaser shall be entitled to withhold and also have a lien to retain such sum or sums in whole or in part from the gaurantee, if any, deposited by the Supplier and for the purpose aforesaid, the Purchase shall be entitled to withhold the said cash gaurantee deposit or the gaurantee, if any, furnished as the case may be and also have a lien over the same pending finalization of any such claim.
	In the event of the banking gaurantee being insufficient to cover the claimed amount or amounts or if no gaurantee has been taken from the Supplier, the Purchaser shall be entitled to withhold and have lien to retain to the extent of the such claimed amount or amounts referred to supra, from any sum or sums found payable or which at anytime thereafter may become payable to the Supplier under the same Contract or any other Contract with the Purchaser or the Republic of Iraq, pending finalization of any such claim and that The Supplier shall have no claim for interest or damages whatsoever on this account or on any other ground in respect of any sum of money withheld or retained under this clause and duly notified as such to the Supplier.

Section Eighth: Special Conditions of Contract

GCC 1.1 (h)	The Purchaser is: [Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances(KIMADIA)].
GCC 1.1 (m)	The Supplier is: [<i>insert: name of Supplier</i>].
GCC 3	<ul style="list-style-type: none"> - The name of the manufacturer, origin & specification stated in the original offer cannot be changed as well as in the contract. - Certificate of origin indicates all goods are manufactured or produced in the country of origin is required. - Issuing & certifying of the origion certificates should be under the execution instructions no. (13) of governmental contracts No. 2, year 2014.
GCC 5	<p>In addition to what is stated in A/M OF G.C.C, add the following:</p> <ul style="list-style-type: none"> - The first party has to supply the second party with official letters which are concern with contract execution without first being responsible of letters results. - The original contract copy signed by the two parties, which saved by the first party, for it is represent the effective copy in case of differences & breach. - Responsibility of the scientific bureau will continue even after the expiry of authorizations of the foreign companies unless the subsequent authorization deal with the former obligations of the foreign companies. - Presenting original commercial invoices to Import Dep. of medical & service equipment before shipment for each dispatch otherwise first party (Buyer) will impose a penalty against the second party (Seller) according to article stated in GCC22.
GCC 6.2	<p>The Effective Date of the Contract is [<i>insert: date of Contract signing</i>].</p> <ol style="list-style-type: none"> 1) The equipment & medical appliances have already been registered at the time of contracting signing or 2) Registration of the medical equipment & appliances is not a requirement under the applicable law <p>Otherwise delete and insert "NOT USED"</p>
GCC 7	Statement to the ownership of the designs, maps, & descriptions to the first party.
GCC 8	<p>Performance Bond:- Seller is required to submit un-provisional performance bond at (5%) of the contract value issued by the beneficiary exclusively valid for contract execution period , until the end of executing all the contractual requirements , and it should be issued from a dependable Iraqi bank ,valid from date of</p>

	<p>its issue until fulfill all contractual requirements , & such performance bond should issue in Arabic & English languages provided that second party should deliver the center completely, all equipment& contents of the center becomes the property of the End User enhanced with final official receiving minute.</p> <p>-In addition to the Instructions to Bidders the following articles will be added :</p> <p>A. The performance bond should submitted within (14 work days if the co. is Iraqi & 30 days for the foreign companies) after the awarding letter & before the signing contract & it is valid till the expiration of the contract & it is not cancel until a notification issued from kimadia & it is submitted a commitment letter with the offer.</p> <p>B. The performance bond should issued by the Iraqi official bank or local Iraqi bank & these banks should not issued such performances unless submitting back to back performance bank & such bank is under the classification issued from (Moody's standard and poor) & others or against cash guarantees not less than warranty amount without interrering TBI , issued in Arabic + English Languages & the Arabic will be the dependable language.</p> <p>C. Performance bond issued under the name of the contracting Co. or who is authorized officially to issue the performance bond according to official legalized authorization letter submitting to the bank & stated in the performance bond or in the attached letter issued from the same bank which is issued this performance bond .</p> <p>D. true issuing letter (secret & personal) which is issued by the same bank should send to kimadia with the performance bond & it is to be unconditional for the benefit of kimadia & kimadia has the right to extend or confiscated it in case kimadia ask that without objection of the correspondences banks or the bidders, with first written request .</p> <p>E. All the bidders (companies & scientific bureaus) should take into consideration the following when issuing this bond:</p> <ol style="list-style-type: none"> 1. Performance bond should issued in the name of the sinning second party . 2. Confirming that the contract number should stated in the performance bond . 3. Confirming that the following article stated in the performance bond (this performance bond explained according to the Iraqi laws). 4. Performance bond should be covered financially by the bank. 5. No performance bond receiving unless it is attached with the official letter issued by the issuing bank & signing by the
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	<p>authorizing manager or who is represent him .</p> <p>6. Performance bond should be valid from date of its issuing until the validity of the contract & finishing all the contractual conditions .</p> <p>7. Performance bond should not be conditional or directly.</p> <p>8. (In case the bidder has not accepted to make the amendments or extensions or not committed to the performance bond by the supplier, then the performance bond amount will be confiscated & deposited on benefit of the kimadia account).</p> <p>9. Performance bond will not accepted unless being accepted by CBI & enter the electronic platform which should be confirmed by the bank.</p> <p>10. Performance bond should state the same contract currency.</p> <p>11- Performance bond could be submitted as a receipt paid directly to contracting party treasury (Kimadia).</p> <p>12- Amount of contracts (\$25000) or less or equal to Iraqi dinar according to the exchange of Finance Ministry is exempted according the year of assignment from bid bond that submitted by co. or scientific bureau which is permitted by pharmacists syndicate or supplying co. or marketing co. or commercial agent.</p>
GCC 8.3	Performance bond forma mentioned in GCC (8.3/ a) is dependable.
GCC 9.1	<p>1- Only the specialized manufacturing & supplying companies exclusively have the right to submit their update products according to our dependable specifications which are offered in our invitation ISO certificate & other international dependable certificates in addition to the introduction letter showing the companies projects ,should be submitted with the offers.</p> <p>2- The second party should submit inspection certificate issued by well-known international Inspection company which should familiar with the nature of the contract items which inspect any kind of goods in manufacturing place before export , in case of bad quality manufacturing or in complying with specifications they should submit a report of its bad quality or in complied then Inspection certificate should not issue and any amount will not be paid for the goods & all the consignments imported by any country or foreign company should be inspected & checked in the origin country.</p>
GCC 9.2	<p>9.2.1</p> <p>(A) Said inspection and testing is for the Purchaser's account. In the event that inspection and testing is required prior to dispatch, the (medical appliances & lab equipment) shall not be shipped unless a satisfactory inspection and quality control report has been issued in</p>

	respect of those medical appliances & LAB equipment.
	(b) The Supplier may have an independent quality test conducted on a batch ready for shipment. The cost of such tests will be borne by the Supplier.
	(c) Upon receipt of the (medical appliances & lab equipment) at place of final destination, the Purchaser's representative shall inspect the (medical appliances & lab equipment) or part of the (medical appliances & lab equipment) to ensure that they conform to the condition of the Contract and advise the Purchaser that the (medical appliances & lab equipment) were received in apparent good order. The Purchaser will issue an Acceptance Certificate to the Supplier in respect of such (medical appliances & lab equipment) (or part of (medical appliances & lab equipment)). The Acceptance Certificate shall be issued at the earliest within ["insert period in days"] of receipt of the (medical appliances & lab equipment) or part of (medical appliances & lab equipment) at place of final destination.
Not applicable	9.2.2. Where the Supplier contests the validity of the rejection by the Purchaser or his representative, of any inspection as required by 9.1 above conducted before shipment or at ultimate destination, whether based on product or packing grounds, a sample drawn jointly by the Supplier and Purchaser or his or her representative and authenticated by both, will be forwarded for umpire analysis within four weeks of the time the Supplier contests to an independent agency mutually agreed by the Purchaser and Supplier. The umpire's finding, which will be promptly obtained, will be final and binding on both parties. The cost of umpire analysis will be borne by the losing party."}
GCC 10.2	<p><i>Packing and shipment documents</i></p> <ol style="list-style-type: none"> <i>Packing must be excellent and inside safe boxes to protect materials from damage, breakage and shortage.</i> <i>The packing material, which is of plant origin, should be clear from insect & blights.</i> <i>The seller has to put dark blue ribbon with the mark (M.O.H) printed in the middle of the external package on the trucks concerning the ordered consignments by the buyer and the trade mark of the seller.</i> <i>Manufacturer name, country of origin and & date of producing should be printed on the external cover for each palet or</i>

	<p><i>carton.</i></p> <p>5. <i>marking on the external cover for each device or palet or carton should be well printed showing the {M.O.H mark, order No., L/C No., name of beneficiary and number of pieces inside the palet or the carton} each package contains a copy of the packing list and all necessary commercial documents.</i></p> <p>6. <i>All the labels on each package or palet or carton should be written in English .</i></p> <p>7. <i>The order should be arranged in pallets with cartons shrink wrapping and clear labels about the contents of each carton according to the ISO specifications. Pallets should be with the following dimension to facilitate transportation:</i></p> <p><i>Length 1200 mm</i></p> <p><i>Width 1000 mm</i></p> <p><i>Height 1000 mm (including the height of pallet base)</i></p> <p><i>Weight is not more than 800 kilos for each pallet.</i></p> <p>8. <i>Medical items should be shipped in closed pallet covered by nylon and placed on a wooden bases.</i></p> <p>9. <i>Second party(seller) should fix (contract no. ,equipment name , serial no. , warranty period , country of origin , beneficiary name ,manufacturer name, L/C no. & production date) on a clear label fixed on each equipment .</i></p> <p>10. <i>All spare parts & accessories should be packed separately from the equipment.</i></p> <p>11. <i>The manufacturer company should print (MOH) as thermal printer on the producing item.</i></p>
GCC 11.1 & 11.3	<p>1. Submitting three original copies sell receipt, insurance bill & certificate of origin with each offer stating that the goods are produced in the country of origin or the country in which the last assembly took place in case that more than one country participated in the production of the goods and that none of the parts ,raw materials or production are Israeli origin and should bear the following certificate "The manufacturer or producer is not a branch or company listed in the Israeli boycott black list and should be certified by the (Iraqi embassy, chamber of commerce or what similar to, ministry of foreign affairs in the country of origin or the country in which the last assembly took place in case that more than one country participated in</p>

	<p>the production of the goods or country of shipment (the country of export) also to be certified by Iraqi foreign affairs stating that the seller will deliver the goods to Iraq).</p> <p>2. All the suppliers should adhere to the conditions stated in the contract & submitting shipment documents upon delivery of the consignment & the seller adheres to responsible for any shortages or any delay for the reasons of not submitting shipment documents .</p> <p>3. The seller has to deliver the shipped goods to the End Users sites with insurance and freight (DDP) and does not disengage from this obligation until checking the goods that need tests in national center for drugs controll provided that the End User should supply with the test report.</p> <p>4. Delivery of the consignment As Soon As possible within the L/C validity & schedule shipment will be according to the kimadia needs & the difference in delivery time will be one of the component factors./ (Not Applied)</p> <p>5. The period of issuing the receiving certificate should be (15 days)from date of the consignment arrival to the supplying place stated by the first party & the final receipt will be within (15 days)./ (Not Applied)</p> <p>6. The receipt of goods does not consider an acknowledgement to be matched with the specifications and technical conditions but it depends on the labs tests issued from the specialized authorities.</p> <p>7. Each shipment should include three original shipment sets & three copy sets or complete sets addressed to (first set / corresponding bank , second set / medical & service equipment import department / third set / attached with each consignment) otherwise contractual penalty will be imposed at ratio mentioned in GCC 22, sets should include the following:</p> <ul style="list-style-type: none"> - Commercial invoices for the seller in one original copy and 6 copies evidencing shipment to port of destination. - Full set truck consignment note/ CMR three original. - Certificate of quality and packing quality. - Documents should be send to the buyer immediately before shipping the goods . - Contracts No. should be stated on all documents invoices and correspondence of contract. - Details of equipment & accessories should be fixed in shipping invoices. <p>8. The supplier adheres to pay charges of failure mark (not benefit to use (MOH. Kim) on the failed quantities or not applicable to the descriptions in kimadia stores.</p> <p>9. The seller adheres to submit a certificate which confirms that the preliminary material using in plastic items without PVC (POLY VINYL CHLORIDE)</p>
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GCC 12	Insurance should cover all risks & comprehensive all supplied products (loss & damage) resulted from manufacturing or buying or transferring for storage or delivering or wars & all other risks .
GCC 13	<ol style="list-style-type: none"> 1. The seller is requested to effect shipment of consignment in new vessels having forklifts with quick capacities for unloading the containers. 2. In case the land transporting two entry points at least. 3. Shipment & unloading the consignment & its tools should be arrived through the Iraqi ports with considering the technical & economic conditions in this field & depend on marines transferring contracts which assure the delivery of consignment to the Iraqi ports & avoiding the neighbor ports . 4. Second party (supplier) adheres to inform (custom dep., Credit dep. , & import dep.) with each shipment details (Qty – type – amount and entry point) 30 days before arrival to the entry point to enable a/m departments arranging taxing & custom facility letter and kimadia is not responsible of the delay resulted from enter the consignment in the border entry point and the supplier is held responsible of all changes, transferring & unloading through his authorized representative in Baghdad.
GCC15	<p>15.1 The supplier must guarantee and undertake that the goods provided under the contract are new, unused and of the latest style and include the most recent developments (or current developments) in design and materials, unless the contract specifies otherwise. The supplier must also warrant and pledge that the goods provided under the contract will not include defects (that may appear during the normal use of the goods in the conditions prevailing in Iraq) resulting from design or defects resulting from used materials or workmanship (except in cases where the buyer determines Designs or materials are required in the technical specifications) or defects due to any act performed by the supplier or any negligence thereof.</p> <ol style="list-style-type: none"> 1- Shelf life should be mentioned for consumable items & that have Shelf life. 2- The supplied goods should be up to date manufactured batches, not more than (one year) from notification date of opening the L/C upon arrival to Kimadia stores which should be unused & completely match the descriptions mentioned in the awarding.

15.2	This guarantee shall be effective for a period of two: (1) [Enter No.] month from the date of receipt of the goods or any part thereof according to the case, at the final location specified in the contract and its acceptance by the buyer.
15.3	The purchaser shall send written notice of any claim that may arise as a result of this guarantee, as soon as possible.
15.4	Upon receipt of the supplier's notice to the buyer, he must within [enter the number of days, preferably 15 days] and with reasonable speed, to fix the defects or replace the defective goods or parts thereof, without any additional cost to the buyer, except, according to the case, the following costs The cost of the delivery inside Iraq and to the final destination, for goods or parts that have been repaired or replaced, from (EX-factory), (EX-Showroom) or (EX-Works).
15.5	If the supplier, after notifying him in writing, fails to remedy the defects within the time limit specified for that in the special conditions of the contract, then the buyer has the right to take the necessary measures to address the matter as needed, at the responsibility and expense of the supplier and without prejudice to any other rights or compensation that the buyer has under the contract.
15.6	Enter the following: “[]” % x annually [enter for example 95% or 98%] during the UPTIME warranty period and in case the downtime period is exceeded during the annual maintenance contract, a percentage of (100- x)%, then the period of this contract must be extended to twice the value of the downtime periods. ”]
	<p>Compensations:-</p> <p>1. The seller is responsible to compensate the Buyer for the damaged goods which are occurred after the distribution for manufacturing abuse .</p> <p>2. The seller should compensate the Buyer for the damaged goods (shortage items & not applicable to the descriptions & missing items) within the same supplying period stated in the official contract , starting from received notice , while other shipments should be shipped within the same shipment schedule otherwise , kimadia has the right to impose delay penalties within the same stated percentage on the penalties article (GCC22/ a) & purchase the items from other supplier on account of the seller in addition to impose administrative charges & paying differences in prices & confiscated all the guarantees & submit the seller before the courts to get their rights.</p> <p>3. Goods not applied to the technical specifications are subjected to compensation by the seller 100% with 20% administrative charges covers all the not applied qty & a delay penalty will be imposed in case of the compensated qty doesn't effected in the same and ratio agreed upon stated in the penalty article & buy the item from another supplier on account the seller in addition to administrative charges & the seller pay the differences in prices & confiscating all the insurances & submitting the seller to the concerning courts to get their</p>

	<p>rights.</p> <p>4.The second party should assure the hiding failures which are occurred in the items & any failure for a period which is equal to shelf life for & that which have no shelf life assured the failures for 5 years starting from date of test & matching results.</p>
GCC 16.3	<p>The payment way is to be depended as follows:-</p> <p>- Through irrevocable unconfirmed L/C, starting its validity from the L/C notification of the corresponding bank (second party bank) by the first party bank</p> <p>(one dialysis amount (\$56.067) paid against submitting invoice by the supplier for its value after completing three months with stated the required months names concerning the payment , provided , that the payment should be 100% from the value of the invoice , which should be legalized by the End User (hospital director , center director , holly responsible man) which mentioned the paid dialysis quantity within three months which should be confirmed with the achievement certificate which explain the items (dialysis requirements are evaluated & tested & complete dialysis according to the contract's terms).</p> <ul style="list-style-type: none"> • 5% of the contract value for the collateral for processed materials is released after the second party fulfils its contractual obligation and the expiration of the warranty and maintenance period .
GCC16.5	<p>Concerning L/C validity, it will be started from notification date to the supplier & he will responsible to comply with executing period from notification date & if he does not notified for reasons out of his will or correspondence bank control, in this case the L/C notification date or amendments which occurred on opening letter of credit according to the letter issued from first party company to L/C opening bank will be the dependable date to ship.</p> <p>L/C period: (days)</p> <ul style="list-style-type: none"> • <i>All the bank charges imposed on (opening or extension or modify) the L/C inside & outside Iraq will be on the seller account whether the reason for this extension or modify is due to the seller or buyer.</i> • <i>Full name and address of corresponding bank, which include the account holder name which should applicable to the name of the supplier</i>
GCC 18.2	<p><i>In addition to what have said in GCC:</i></p> <p><i>.kimadia should be supplied with an additional or less Qty. according to its request in a (%) agreed upon with the same prices and conditions if the buyer requested that within the contract execution period.</i></p>
GCC 19	<p><i>No item may be erased from contract's documents or amend it</i></p>

	<p><i>whatever it is.</i></p> <p>a- Second party cannot make any changes in the contract without agreement of both parties otherwise second party considered as breacher the contractual obligations & KIMADIA has the right to impose contractual penalty not less than 1% - 5% from contract's value if the contract is for one shipment & not less than 1% -10% from contract's value if the contract is for more than one shipment.</p>
GCC 20.1	The seller has no right to make assignment for the contract or transferred to another person for any reasons.
GCC 21	<p>IN addition to what are stated in the GCC:</p> <p>First: - the contractor has to execute the contract terms within the contract period and to be calculated from the starting date or from the contract signature date or any other date stated in the contract.</p> <p>The following points should be taken in consideration when extending the Contracts:-</p> <p>a. If there is an increase occurred or change in works for the different contracts or in the required quantities or qualities to be supplied and all this is to influence the execution procedures, since it cannot be finished within the period agreed upon in the original contract.</p> <p>b. If the delay to execute the contract for reasons or procedures relates to the contracting party or any party authorized legally or any reason relates to other contractors used by the first party.</p> <p>c. Any exceptional circumstances occurred after contracting and the contractors have nothing to do with them and could not be expected or avoided at contracting which caused a delay in finishing the jobs or supplying the required goods according to the contract.</p> <p>Second: to effect this term (a, b & c), the contractor should submit written request to the contracting party or through their representative within (20 work days) starting from the date where the cause behind the extension has arisen states in it the complete accurate details for the extension requests. No extension requests are accepted after issuing initial received certificate stated in the contract conditions.</p> <p>Third: the supplier could ask to confirm the L/C on his account provided that it should be within his offer.</p> <p>Fourth: the seller should submit the buyer with written request include extend the L/C within 15 days from the date of causing the reason of the extension clarifying all details for each required</p>

	extension.
GCC 22.1	<p>1.delay penalties:</p> <p>a. The seller has to deliver the items according to shipping schedule and delivery, otherwise a delay penalty will be imposed for each day delay without any future notice according to the following equation amount of contract (amount of original contract \pm any changes in amount) / whole period of the contract (original period of the contract \pm any changes in period) x 25% = delay penalty for one day) if the contract is one lot</p> <p>(shipment amount/ shipment period x 25% = delay penalty for one day) if the contract is more than one lot</p> <p>Provided that penalty should not exceeded 25% from the total value of the contract & after it reaches the maximum range , legal procedures will be taken , according to the texts of articles (No. 10 , 3) . stated in the execution contracts instructions No. 2 , 2014 .</p> <p>b. The first party has the right to take the legal procedures against the second party after not respond to official warning letter which has received through e-mail within 15 days from date of this letter & before the delay penalties reached the maximum range as following:</p> <ol style="list-style-type: none"> 1- If the supplier delayed in executing his obligations (supplying the items) sccording the stated schedule in contract or its addendum 2- If there is a delay in shipment for the compensated QTY that agreed upon within delivery time & contract's executing period. <p>c. Delay penalty will be deducted upon finishing the contract original period with any additional period or when it worths in case of partial shipment.</p> <p>d. Penalties reducing: delay Penalties will be reduced according to the contractual obligations stated in contractual execution program in which issued initiative delivery certificate for achieved work or achieved commodity or requires service which should applicable & prepared to use according to contractual conditions & applied the following equation :</p> <p>(un-achieved obligations value/ total contract period) x (25%) = one day delay</p> <p>2. If the second party is not committed to carry out his commitments stated in the contract with the first party then the first party has</p>

	<p>the right to impose administrative charges .</p> <p>3. The second party adheres to the ownership of contract consignment which have been delivered to the first party for represent un debit & not blocked or under bank guarantee or under mortgaged otherwise legal procedures will be taken against the second party.</p> <p>4. In case the bidder is not committed to execute the contract , according to the agreed conditions , boycott procedures will be taken against him & pause all the future contracting .</p> <p>5. Cost of achieved articles will be deducted according the the prices & appraisal costs that received from technical affairs directorate as well as calculating the penalties consequential provided that the shortages should not affect contract's execution.</p> <p>6. Contractual penalties:</p> <p>KIMADIA has the right to impose contractual penalty not less than 1% - 5% from contract's value if the contract is one shipment & imposing contractual penalty not less than 1% -10% from contract's value if the contract is more than one shipment because of the following:</p> <p>b- Any changes in the contract by the second party without first party agreement.</p> <p>c- In case there is any shortage of document required to be provided by the second party.</p> <p>d- In case there is a violation to what mentioned in article GCC 15.1 (shelf life).</p> <p>e- In case there is a violation to what mentioned in article GCC10 packing & shipment</p> <p>e- In case of any violation done by second party require that first to impose a penalty.</p> <p>f. When the bidder contractor hide very important details which are discovered later , A/M delay procedures will be taken against him.</p>
GCC 23	<p>if the second party is not committed with his contractual obligations imposed in the contract , a warning letter should issued & sent through e-mail to remove the failure within 15 days from the date of its issuance , in case no response , legal procedures according to article no. 10 from governmental contracts instructions no.2, 2014,confiscation or preserving the legal insurances ,provided , that the contract should executed on his account according to article no, 3</p>

	stated in A/M instructions according the execution methods .
GCC 24	In case the bidder will be under bankruptcy the articles stated in GCC.
GCC 25	As what stated in GCC
GCC 26	In case the supplier is not committed with agreed shipping schedule, Kimadia has the right not to obligate with any commitment concerning this contract.
GCC 27.2.2	<p>The dispute resolution mechanism to be applied shall be as follows:</p> <p>1- Iraqi courts in Baghdad is the party which taking party in any struggle is issued between the Buyer & seller.</p> <p>2- Any amount in account of the second part is resulted to the infringement of any contracting condition , the first party has the right to claim in the concerning courts & invalidate the contract if required.</p> <p>3- In case the supplier of commodities , services & consultative is not committed to the contracting conditions , the contracting party has the right to issue an official warning & in case of not responding, final insurance will be kept, & execute the un-committed conditions on his account , according to the one of the stated methods in article no.3 from contracting execution instructions no. 2, 2014, when the special conditions are available , the uncommitted contractor has to pay the compensation on the damage concerning the contracting party for reasons of this infringement , according to the Iraqi laws</p> <p><u>4- Administrative charges:</u> the first party has the right to impose administrative fees on the second , party when he execute the second party obligations through contracting or by another person and in rate not exceed (20%) of the contract actual value. (in case the contract include civil works & represent as contracting.)</p>
GCC 28	Not applicable
GCC 29	-The contract is arranged in Arabic & English languages & the Arabic language represent the dependable language in case of there is a dispute excepting the technical terms , which could not translated to the Arabic.
GCC 30	- The Iraqi laws should be applied when a dispute arise regarding the application of this contract.

	<p>- Supplying regulations for medicine, serum & vaccines, appliances & medical equipment & Governmental contracts execution no.2, 2014, and their attached instructions considered as an integral part of the contract.</p>
GCC 31.1	<p><i>the Ministry of Health/ The State Company for Marketing Drugs & Medical Appliances (KIMADIA) for notice purposes and if by cable is acceptable]</i></p> <p><i>[the Supplier's address for notice purposes and if by cable is acceptable] & should followed by written letter & notification through e-mail is one of the dependable method for warning.</i></p> <p>- The awarding decisions are valid from date of notifying the chosen Bidder for the award & to sign the contract within 14 work days from date of notification & within a period not more than (30 days) from date of award notification for foreign companies.</p> <p>- The scientific bureau which represent the bidders is the party which is received the legal notifications in Iraq with commitment to notify the first party with the new address changing within 30 days from date of the change.</p>
GCC 32	<ol style="list-style-type: none"> 1- The collection of Government debts will be applicable as per the Iraqi Law for collecting government debts No.56 of year 1977. 2- All bank charges of L/C opening inside & abroad Iraq will be on account of the supplier (Seller) until consignment delivered to Co. stores. 3- The supplying company (second party) bears all custom fees. 4- The contract is under the Iraqi laws including taxes No. 113 in 1982 & taxes account instructions for the contracts signed between Iraqi & foreign authorities No. 2/ 2008 & stamp fees No. 71/ 2012 , announcement fees & re- announcement fees & legal fees. 5- In case there is an objection submitted by scientific bureau or the company for the import awarding (250,000 ID/ two hundred fifty thousand) Iraqi Dinar should be paid. 6-In case there is a request to replace the entry point (100,000 ID/ one hundred thousand Iraqi Dinar) should be paid. 7. Each unloading & loading report for each truck arrived to the concerning store (25000 ID/ twenty five thousand Iraqi Dinar) should be paid. 8. Each night parking of medicine & medical appliances trucks in Kimadia stores (10,000 ID/ ten thousand Iraqi Dinar) will be paid. 9-The supplier adheres to pay charges of failure mark {not benefit for use (MOH. Kim)} on the failed quantities or not applicable to the descriptions in kimadia stores. 10- Settlement of stamp fees amount equal to () from contract's

	value.
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Section Ninth: Contract Documents

1. Form of Contract Agreement

THIS CONTRACT AGREEMENT is made

the [insert: number] day of [insert: month], [insert: year].

BETWEEN

(1) [*insert: Name of Purchaser*], a [*insert: description of type of legal entity, for example, an agency of the Ministry of of the Government of Iraq, or corporation incorporated under the laws of Iraq*] and having its principal place of business at [*insert: address of Purchaser*] (hereinafter called “the Purchaser”), and

(2) [insert: name of Supplier], a corporation incorporated under the laws of [insert: country of Supplier] and having its principal place of business at [insert: address of Supplier] (hereinafter called “the Supplier”).

WHEREAS the Purchaser invited bids for certain (medical appliances) and ancillary services, viz., [insert: brief description of (medical appliances) and services] and has accepted a bid by the Supplier for the supply of those (medical appliances) and services in the sum of [insert: contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:

(a) This Contract Agreement

(b) Special Conditions of Contract

(c) General Conditions of Contract

(d) Technical Requirements (including Technical Specifications)

(e) The Supplier's bid and original Price Schedules

(f) Schedule of Requirements

(g) The Purchaser's Notification of Award

(h) [Add here: any other documents]

3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the (medical appliances) and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the (medical appliances) and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

For and on behalf of the Purchaser

Signed:

in the capacity of [insert: title or other appropriate designation]

in the presence of

For and on behalf of the Supplier

Signed:

in the capacity of [insert: title or other appropriate designation]

in the presence of

CONTRACT AGREEMENT

Dated the [insert: number] day of [insert: month], [insert: year]

BETWEEN

[Insert: name of Purchaser], “the Purchaser”

and

[insert: name of Supplier], “the Supplier”

(2) Letter of Acceptance Form

{letterhead paper of the Employer}

[insert number]

[insert date]

To: (Supplier name and address)

Subject / Acceptance of supply [insert name of the contract and identification number]

This is to notify you that your Bid dated [insert date] for execution of the [name of the contract and identification number, as given in the SCC] for the Contract Price [amount in words and figures], as corrected and modified in accordance with the Instructions to Bidders is hereby accepted by our Company.

You are hereby requested to furnish Good Performance Gaurantee, within 14 days of the receipt of this letter of acceptance, as stated in the SCC and GCC. A copy of the contract agreement with its general and special conditions is attached.

Yours faithfully,

Attachments

Contract Agreement Form

General Conditions of Contract

Special Conditions of Contract

Authorized Signature:

Name and Title of Signatory:.....

Name of Employer:.....