

**Tender Invitation Form**

G.H.Q., JORDAN ARMED FORCES  
DIRECTORATE,  
ROYAL MEDICAL SERVICES (DRMS),  
CENTRAL PROCUREMENT BRANCH  
AMMAN, JORDAN.



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REF.No:-TENDER No. P500/2014/74

**CLOSING SHARP ON**

**Time : 1:00 PM Day: SUN**

**Date :17/5/2015**

We should be grateful if you would kindly send us your proforma invoice for the following items / Enclosed list of items as soon as possible, indicating CPT Amman Via Royal Jordanian Airline & or CFR Via Jordan National Shipping Lines unless no Jordanian Line are in country origin.

1- Quotation / Proforma Invoice presentation order:-

The English version of the original quotation should be submitted in triplicate as follows:-

Tender No:-

Proforma Invoice / Quotation No.: -.....

Closing Date:-

Proforma Invoice / Quotation Date:-.....

Validity of Quotation:- " Minimum 150 days from closing date, no price increase is accepted during the validity period".

| Tender Item No. | Tender Stock No. | Cat.No. / Description | Qty | Unit Size | Unit Price CPT Amman by air or CFR Aqaba by sea | Total Price | Remarks |
|-----------------|------------------|-----------------------|-----|-----------|---|-------------|---------|
|                 |                  |                       |     |           |   |             |         |

**The following terms should be indicated clearly in your offer:**

A- Prices should be CPT Amman (BY airfreight OR truck) or CFR Aqaba by seafreight, INCO TERMS 1990. (Quotations giving CIF &/or FOB prices alone will be rejected). (Currency should be clearly identified).

\* Prices should include the cost of installation, commissioning, & training for equipment if required in the special terms.

B- Payment is to be either Cash Against Documents through central bank of Jordan or by irrevocable letter of credit.

i-L/C extension &/or amendment charges will be on suppliers account.

ii- Shipment delay fine (as per clause (10-A))

\* Payment in advance is not acceptable.

C- Port of shipment to be indicated clearly within the offer.

D- Delivery period should be indicated clearly in your offer and should be within "the shortest possible period",

E- "Country of origin & Manufacturer" should be indicated clearly in your offer.

F- Name, address and tel. / fax of sole agent in H.K. of Jordan must be clearly mentioned in the quotation.

G- Spare parts availability for Ten-Years from installation of all equipment offered should be clearly indicated in your offer.

H- Priced spare parts list should be valid for 5 years and submitted along with your offer.

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- I- All equipment offered must be fully covered with a two-years warranty starting from date of installation.
- J- Shipments are to be effected via (a) Royal Jordanian Airlines, OR (b) Jordan National Shipping Lines ONLY, unless no Jordanian lines are available in the country of origin. (Consolidated shipments are not acceptable).
- K. Shipment by AIR or SEA parcel post is not acceptable.
- \* Any ambiguity or deface of the quotation will render it invalid and deprive the bidder of his rights to participate in this tender.
  - \* All quotations submitted through more than one local agent and found to be belonging to the same company will be disregarded.
- 2- The quotation / proforma invoice should be placed in a sealed envelope addressed to:-  
DRMS- Tender Board ; ***Care of*** [Name of your sole agent in H.K.of Jordan]  
Tender No.:- ***(Quotation / Proforma invoice)***.  
Closing Date:-  
and should be forwarded to your sole agent in the H.K. of Jordan, who in turn, ***will have to bring it in person and place it in the specified tender box.***  
The aforementioned envelopes should not contain any catalogues or samples.
- \* Offers sent by facsimile, telex, telegrams, mail or by courier will not be accepted.
  - \* Local agents should place the quotations / offers of their principals ***each*** in a separate sealed envelope accompanied by a covering letter & the required bid bond.
- 3- Un conditional ***bid bond equal to 5%*** of the total value of the quotation must be submitted along with the quotation. This bond should be issued in the name of this Directorate through any bank operating in Jordan, with a minimum validity of 150 days from the closing date of the tender.
- \* ***Any quotation / offer found not accompanied by a bid bond will be rejected.***
- 4- Un conditional ***performance bond equal to 10%*** of the awarded goods / order, should be submitted and should be issued through any bank operating in Jordan. After submitting the performance bond, the bid bond mentioned in item "3" of this invitation will be returned to the issuing bank.
- 5- Only eligible quotations / offers will be considered and the tender board committee reserves the right to accept and /or award any quotation in whole or in part.
- \* Partial / reduced quantity awards will in no way be given any privilege to make any adjustment in their prices.
- 6- Quotations / offers limited by such conditions as " Minimum order value", or "Partial award not accepted" etc., will be rejected.
- 7- Catalogues, brochures, and any other illustrative diagrams, should be placed in a separate envelope addressed to:-  
DRMS- Tender board committee; ***Care of*** [Name of your sole agent in H.K.of Jordan]  
Tender No ***(Catalogues)***.  
and should be forwarded to your sole agent in the H.K. of Jordan, ***who in his turn will have to bring it in person to this office, and obtain a receipt voucher to that effect.***
- \* Quoted items Numbers should be clearly indicated on the catalogue / brochures pages.
- 8- Representation samples for quoted item should be placed in a separate package addressed as follows:-  
DRMS- Tender board committee; ***Care of*** [Name of your sole agent in H.K.of Jordan]  
Tender No. ***(Samples)***.  
***Storage Conditions*** (.....)

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and should be brought by your local agent, before the closing date of the tender. Each package should be accompanied by a packing list ( 2 copies). The second copy will have to be signed by the consignee and returned to the consigner.

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9- Closing date:-

**Time: ( 1:00 PM ) Day: SUN Date:-17/5/2015**

\* ***Any quotation / offer received after this date / time will be disregarded.***

10- A- Any delay in shipment/delivery will impose on you a penalty of 0.1% of the value of the shipped/delivered goods per each day of shipment/delivery delay, if the delay exceeds 45 days the penalty will be 0.2% of the value of delayed goods per each day for whole delay period (minimum penalty not less than 20 JD)

B. - Unless early delivery/shipment occurred upon previous DRMS written request, it should be subject to the approval of DRMS and will impose on you a penalty as follows

-(0,0007) of the value of the early shipped / delivered goods per each day until (45 day)

-(0,0014) of the value of the early shipped/ delivered goods per each day if it exceeds (45 day) until (90 day) and for the whole period

-(0,0021) of the value of the early shipped / delivered goods per each day if it exceeds (90 days) until (120 day) and for the whole period

-(0, 0028) of the value of the early shipped /delivered goods per each day if it exceeds (120 day) and for the whole period

However minimum penalty is 20 JD or a fine which will be determined by DRMS according to the loss that discrepancy with terms of the tender caused.

- In addition to the above mentioned penalties any quantity shipped/delivered before due time should be accompanied with a confirmation to replace any remaining unused quantities after expiry date by supplier/local agent at their expenses & the early shipment period will be deducted from the required shelf life mentioned in the terms of purchase order.

11- In case of award in your favour, the following requirements are to be taken into account:

\* All local agents are required by law to pay Revenue fees equals to (0,006) of their total award.

\* The above mentioned fees are payable within 10 days from the date of the local agent's signature on the final order documents, and any delay after the given period will cause a penalty equal to FOUR TIMES the fees value stipulated above.

\* In case the company is not represented by a local agent, the above mentioned value will be deducted from the invoice when presented (this should be confirmed along with your offer).

\* Invoices should be certified by your goodselves that the goods are of your products and that they conform with the conditions of tender and order. They should also be certified to this effect by your chamber of commerce or any similar authorized body.

12- Technical inquiries regarding any item should be made prior to the submission of your quotations, marking all such correspondence with the word "***Inquiry***".

13- For electrical equipment, our local current is 220-240v, 50 Hz.

14- In case you intend to quote for any item which differs in any way from that specified on our list, our attention should be drawn to any deviation from our specification, marking the item No. with the word (***Alternative***).

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- 15 - In case any company / contractor fails to confirm / fulfill any partial and / or total award placed with them in accordance with their quotation, this Directorate reserves the right to confiscate the bid bond / performance bond submitted against this tender, and buy the goods in question from any source, with all expenses debited against the company contractor account.
16. After arrival to Jordan, DRMS is not responsible for any handling charges for goods (like charges for issuing delivery order for incoming shipment, unloading charges, local shipping agent's charges).
17. GHQ/RMS are not responsible for any demurrage charges and any other charges incurred by the ports corporation caused by delay in presenting all necessary shipping documents for clearing the goods.

**/ President of Board**



**JORDAN ARMED FORCES**  
**The DIRCETROATE OF ROYAL MEDICAL SERVICES**  
**THE INSTITUTE OF BIOMEDICAL TECHNOLOGY**



**IMPORTANT NOTE:**

*Vendors are required to fill out the product details, compliance information, and brochure reference page number in the columns below*

**TECHNICAL SPECIFICATIONS:**

The unit must meet or exceed the requirements listed in the table below.

| Product Details                         |  |
|---|--|
| Name of Manufacturer                    |  |
| Model/ catalogue number                 |  |
| Country of Origin for the offered model |  |
| Country where the manufacturer is based |  |
| Delivery time                           |  |
| Full warranty period                    |  |
| FDA clearance OR CE Mark                |  |

**Item-1 LAMIIAR AIR FLOW Qty (1)**

|   | <b>Minimum Requirements</b>  | <b>Compliance (Y/N), Notes</b> | <i>Brochure Page No.</i> |
|---|--|--------------------------------|--------------------------|
| 1 | Class II Cabinet type A2   |                                |                          |
| 2 | Cytotoxic cabinet  |                                |                          |
| 3 | Type A2: 30% Exhaust, 70% Recycled                                   |                                |                          |
| 4 | Epoxy coated exterior with stainless steel (304 or better.) interior |                                |                          |
| 5 | Epoxy coated support frame with castors                              |                                |                          |



**JORDAN ARMED FORCES**  
**The DIRECTORATE OF ROYAL MEDICAL SERVICES**  
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|    |   |  |  |
|----|---|--|--|
| 6  | Interior dimensions: not less than W180cmxD60cmxH70cm                     |  |  |
| 7  | Two HEPA Filters  |  |  |
| 8  | Additional HEPA Pre-filter below the workbench for easy and safe exchange |  |  |
| 9  | Pre-filter for dust   |  |  |
| 10 | Charcoal exhaust filter for smells  |  |  |
| 11 | Sliding and hinged window for easy cleaning. Laminated safety glass       |  |  |
| 12 | Stainless Steel (304 or better) drip tray                                 |  |  |
| 13 | Seamless one piece stainless steel worktop with round corners             |  |  |
| 14 | 2 UK electrical sockets   |  |  |
| 15 | Stainless steel IV bars with 8 hooks                                      |  |  |
| 16 | UV Light  |  |  |
| 17 | Lights outside the work area: 1500Lux                                     |  |  |
| 18 | Ergonomic design  |  |  |
| 19 | LCD control panel, Real-time clock,                                       |  |  |
| 20 | Automatic filter clogging compensation                                    |  |  |
| 21 | Alarms: Filter clogging , Down flow                                       |  |  |
| 22 | Down flow velocity not less than 0.35m/s                                  |  |  |
| 23 | stand-by mode as optional   |  |  |

## SPECIAL TERMS

- Offers not complying with any of the special terms or the technical specifications will be considered non-conforming.
  - Any vendor providing FORGED documents will be disqualified from the current tender and any future RMS tenders.
1. All equipment must be the most recently released model/version which is equal to or higher than the range of the specifications of the required system (low, mid or high) and equal to or higher than the level of technology and requested options mentioned in the technical specifications.
  2. Required certificates:
    - A. For equipment of US origin, a copy of a certificate of FDA approval & the relevant 510K clearance for selling to US healthcare facilities for the offered model must be submitted with the technical offer.
    - B. For equipment of other origins, a copy of either a CE certificate (MDD)/TÜV OR a certificate of FDA approval & the relevant 510K clearance for selling to US healthcare facilities for the offered model must be submitted with the technical offer.
    - C. Only for class I medical equipment, submission of a copy of Declaration of Conformity certificate (MDD) for the offered model is accepted.
    - D. For the following types of medical equipment a certificate of FDA approval & the relevant 510K clearance for selling to US healthcare facilities must be provided (ventilators, infant incubators, anaesthesia machines, heart lung machines, balloon pumps, defibrillators, AED machines, patient monitors, resuscitators, auto-pulse devices, vessel sealing system).
    - E. In all of the above cases certificates must be formally endorsed by JFDA.

3. Country of origin:

- ✓ A. The country of origin of the main part (s) of the system must be:  
USA, Canada, Japan, UK, Sweden, Finland, Denmark, Switzerland, Belgium, Germany, France, Netherlands, Spain, Norway, Italy, Ireland, Austria, New Zealand and Australia.
  - B. Sub-components of the system, accessories and consumables (as determined by the purchasing committee) are accepted to be manufactured in other countries & by different manufacturers.
  - C. All offered items must be approved for sale in the same country of origin.
  - D. Vendors must specify the origin of all offered items in the technical offer.
  - E. Equipment manufactured by reputable companies based in any of the countries mentioned in (3.A) will be taken into consideration regardless of the country of origin only if they are approved for sale in at least three of the countries mentioned in (3.A), an original and officially endorsed free-sale certificate must be included in the offer.
4. Bidders must submit their reservations/queries regarding tender specifications and/or special terms within the first third of the tender closing period starting from the tender announcement date.  
Reservations/queries submitted after the end of this period will be rejected.

5. Warranty:

- A. Offers must include a full warranty including spare parts and labour for a period of a minimum of 24 months from the date of installation or 30 months from the date of receiving the items at the agreed location mentioned in the final order.
- B. In the case where a delay in installation has occurred as a result of the supplier's dereliction and has exceeded a period of one month from the date of receiving the items, the approved warranty period will automatically be considered as 24 months from the date of installation.
- C. If at any time during the warranty period the item becomes inoperative due to a technical fault the item must then be repaired by the supplier /local agent within a period of thirty days from written notification,



otherwise the supplier must replace the item with a new functioning one and will endure a penalty determined by the Royal Medical Services for each day of the downtime of the system. In case the item was replaced by a new one, the warranty period mentioned in term No.(6-A) above will start from the installation and commissioning date of the new item.

7. One set of operation manual(s) and one set of service manual(s) including schematics and a spare-part list must be delivered with each unit, CD/DVD is acceptable.

For large tenders, a certain agreed percentage of manuals per each item will be accepted.

8. Where applicable, pre-installation shall be the sole responsibility of the supplier. Pre-installation shall include removal of the old system, any civil work, electrical work or site modifications necessary to accommodate the new system according to manufacturers' specifications and safety standards in addition to the work required for bringing back the site to the same original condition before installing the new system.

9. Power requirements: where applicable either single phase 220V, 50Hz or 3-phase 380V. Systems with external transformers are only considered conforming only if stated in the technical specifications.

10. Technical offers must include clear original technical brochures/catalogues for all offered items.

11. Offers must include fully detailed technical offers and compliance sheets as a soft copy ( either Microsoft office or Microsoft excel format) in addition to a hard copy format, mentioning the exact model/catalogue number and country of origin of the offered item(s), full technical description/specifications and any accessories or options included in the offer.

12. Compliance sheets must be as per the format provided with the tender documents for the technical specifications of the tender listing the required specification on one side and a Yes or NO response to each point on the other side with reference to page and line numbers in the specific technical brochure.

Offers not complying with this term will be rejected.

13. Any accessories and consumable items necessary to operate the offered system must be clearly identified and priced.

14. Technical offers must include a priced list for accessories and consumables as a hard copy in addition to a soft copy format copy (either Microsoft office or Microsoft excel) with prices fixed for a period of five years commencing on the date of the start of the warranty period.

Prices must be fixed with a maximum annual increase of 5%.

Accessories and consumables must be priced according to their delivery destination either to Queen Alia International Airport or to RMS Main Medical Stores.

15. Technical offers must include a comprehensive and priced spare parts list as a hard copy in addition to a soft copy format copy (either Microsoft office or Microsoft excel) valid for a minimum period of five years commencing at the end date of the warranty period.

Prices must be fixed with a maximum annual increase of 5%.

Spare parts must be priced according to their delivery destination either to Queen Alia International Airport or to RMS Main Medical Stores.

16. Where applicable, a start-up kit of accessories and consumable items must be provided with each system on a free of charge basis.

17. Spare parts, consumables and accessories availability must be guaranteed for a minimum period of ten years starting from date of installation and commissioning.

18. For the final list of offers having equal chances of winning the award, the awarding process will be based on the accumulative value of both the offered item and its' running cost over a period of seven years.

Running cost includes the value of consumables, accessories & service contract price (where applicable) needed to operate the system over the same period.

Only offers with the lowest sum value (system price and its running cost) will qualify for the award.

19. A. For PC/Laptop based systems; a complete restoration CD/DVD/etc (operating system and application software) must be supplied.

B. Where locally supplied computers or laptops are offered, only computers / laptops from Apple, hp/Compaq, Lenovo, Dell, Fujitsu & Toshiba will be accepted, offered models must be the latest available version upon delivery.

C. Where locally supplied printers are offered only the following types and brands are accepted:

LASER: HP, SAMSUNG, OKI, CANON

DOT MATRIX: EPSON, OKI.

20. Pricing must include services of sale, shipment, transportation, delivery from port to site or to Main Medical Stores, installation, pre-installation (if needed), training, commissioning, warranty and bringing the equipment into service.

21. Custom clearance of goods shall be the responsibility of the Jordanian Armed Forces (JAF), however, suppliers shall bear all costs incurred by handling charges and any demurrage charges or extra expenses incurred by the port's corporation (including expenses caused by delay in presenting the necessary shipment documents for either clearing or transporting the goods to the required location mentioned in the final order, delivery note issuing charges, unloading charges, local shipping charges etc.). The supplier is also responsible for providing of all relevant shipping documents, together with the delivery order(s).

22. DRMS has the right to increase or decrease the awarded quantities by a percentage not exceeding 30% after the final order notification with the same prices, terms and conditions of the original contract upon DRMS request and approval of the awarded party.

23. Training:

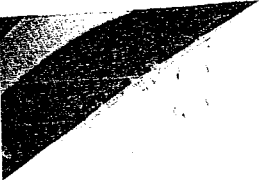
23.1 For items where abroad service training courses for the offered system are usually conducted, offers must include a certified service training program at a reputable center abroad recognized by the manufacturer for at least one biomedical engineer or biomedical technician; all costs inclusive, air tickets, , boarding, commuting, accommodation ( minimum 3 star hotel on full board basis) and any extra costs.

23.2 For items where abroad user training courses for the offered item are usually conducted offers must include a certified operator training program at a reputable center abroad recognized by the manufacturer for at least one operator; all costs inclusive, air tickets, , boarding, commuting, accommodation ( minimum 3 star hotel on full board basis) and any extra costs.

23.3 The period of the training courses must be according to the manufacturer's program and must be stated clearly in the technical offer.

23.4 Programs must conform to the following standards:

- User training must comprise understanding and use of operation manual(s), correct and safe operation of the equipment, and user preventive maintenance and calibration.
- Service training must comprise: theory, understanding and use of service manual(s), calibration, preventive maintenance procedure, and practical troubleshooting and repair exercises, and must be conducted by professional instructors employed or authorized by the system manufacturer.
- Service training must be conducted on a system of identical make, model, and configuration to that purchased by DRMS, and designated by the manufacturer or the local agent for training purposes.
- Certificates must be endorsed and officially sealed by the system manufacturer, legally empowering trainees to engage in user



*and service activities according to operation and service manual(s).*

23.5 *For all items and where applicable, offers must include an on-site user and service training.*