

PUBLIC TENDER | ONLINE ADVERTISEMENT

To :
Attention :
Email :
Phone :
RfQ No : **2021/26/01RFQ001**
Date : 26/01/2021
N° of pages : #10#
Re : **Quotation Request for “ONE FULL-AUTOMATED
MACHINE FOR MANUFACTURING FULL ULTRASONIC SURGICAL MASK
WITH ELASTIC EAR LOOP AND NOSE WIRE”**

If you do not receive all pages, please contact us immediately. Thank you.

REQUEST FOR QUOTATION

The International Federation of Red Cross and Red Crescent Societies in Turkey kindly request your best firm offer, Turkey for the following:

Procurement of 1 Full-Automated Machine for Manufacturing Full Ultrasonic Surgical Mask with Elastic Ear Loop and Nose Clip as per details in the Annex I

Specifications: as per instructions specified in this Request for Quotation and detailed requirements indicated in the attached **SPECIFICATIONS (Annex I).**

Language: All document and correspondence will be in English and Turkish

Currency: All the prices should be in TRY

Price: Unit prices should be included packaging, printing and other costs.

Advance: No advance/pre-payment will be made to supplier before receiving Mask Machine as per approved Purchase Order.

Invoicing: The Supplier agrees to provide A team from International Federation of Red Cross and Red Crescent Societies or TRC with original invoices supported by the following:

- A copy of the packing list.
- Invoice must be submitted only for the MASK MACHINE will be received in a good shape/condition.

Payment: The supplier agrees to provide a line of credit to International Federation of Red Cross and Red Crescent Societies for a minimum number of fifteen (15) days. However, International Federation of Red Cross and Red Crescent Societies will endeavor to make full payment to the Supplier within period of (15) working days from the date of submission.

Vat: VAT is not applicable. IFRC have VAT exemption.

Physical Inspection: A team from International Federation of Red Cross and Red Crescent Societies' or TRC's Logistics Unit and Program Department will visit supplier's Warehouse/Store for physical inspection of Mask Machine before the final delivery as per the Annex I.

Selection and Criteria: The bidders should send their offers in sealed envelopes as specified in Annex I.

Selection Criteria will be based on quality, price and delivery time. International Federation of Red Cross and Red Crescent Societies has right to reject the offers which is not matching with the technical specification written in the Price Schedule –Annex I without warn or inform the participators.

Packaging: Mask Machine should be delivered in a proper package.

All or None Clause: International Federation of Red Cross and Red Crescent Societies reserves the right to reject any or all bids, and the lowest bidder will not necessarily be accepted or awarded the contract. Bids not meeting the requirements of this "Invitation to Bid for MASK MACHINE" or bids not received by the deadline indicated in this Invitation, will not be accepted / considered.

Each proposal shall be made without connection, knowledge, comparison of figures or arrangement with any other company, firm and/or persons submitting a proposal in response to this invitation.

International Federation of Red Cross and Red Crescent Societies assumes no obligation to notify unsuccessful bidders or return any proposal submitted. Only shortlisted suppliers will be communicated.

All proposals shall be final and are irrevocable within the time stated for acceptance of it.

International Federation of Red Cross and Red Crescent Societies will not be responsible for any costs incurred by the bidder related to this Invitation to Bid for Mask Machine.

The rates quoted shall be valid for a period of 2 month and cannot be changed.

The Supplier agrees to keep confidential, all procurement information always and such information cannot be shared with any third party under any circumstances, without the explicit written consent from International Federation of Red Cross and Red Crescent Societies management.

Conditions for submitting offers:

1. Prepare your quotation in the Annex V – Price Schedule Format dully signed, stamped, and dated correctly.
2. Ensure that you submit the following company registration documents along Annex IV- Supplier Registration Form.
 - i Copy of the registration certificate / activity document (Chamber of Commerce)
 - ii Tax certificate
 - iii Signature Circulars for authorized persons
 - iv Financial Statements for last 3 years.
 - v Copy of registration certificate (trade registry newspaper)
3. Please add your best-known references and your qualifications for participating in this possible upcoming bidding process.
4. Ensure that you have an evidence of meeting national or international quality standards for the supplies; please provide copy of relevant quality certificates approved by Government in Turkey.
5. Ensure that add accompanied with Banking details in form of original statement from the bank on the banking details (certifying the bank account number and owner of the bank account).
6. Ensure that you have submitted signed copy all page of this RFQ together with our Specifications “Annex I”; Terms and Conditions “Annex II”; Declaration of Undertaking “Annex III”.
7. Your Quotation must be properly sealed in an envelope and labelled as follows:

Att: IFRC Turkey “MASK MACHINE”

Sent from: Name of your company

The cover page should clearly identify the sender and receiver
Please note that no pricing information must appear on this page.

8. After registration ensure the SEALED QUOTATION is dropped in our Procurement Unit.
9. Ensure the quotation is registered with Şeyma Keleş Sağlam – Procurement Department to confirm that your organization has provided a quotation.



10. Please share with us that your contact information (full name and address, country, telephone and fax numbers, e-mail address, website, and contact person).
11. Your sealed quotation Must be received latest by **8 February 2021 Tuesday at 16:30** or earlier if possible:

Our Physical address is as follows for submitting your quotation:

International Federation of the Red Cross and Red Crescent Societies (IFRC)
2134 Street No:8 B Block Ground Floor, Mustafa Kemal Province. | Cankaya, Ankara | Turkey

Offers not addressed and sent as such will not be considered.

N.B. Kindly submit your best firm offers as negotiation will not be entered.

- Enquiries:** All clarifications during the bid period must be requested in writing to the Email seyima.kelessaglam@ifrc.org; gasim.zahid@ifrc.org response will also be in writing.
- Validity:** **Your Quotation must remain valid until the award of the contract and no less than 60 days from the date of submission.**
- Confirmation:** Please acknowledge receipt of this request and indicate your intention to bid by sending an email confirmation to seyima.kelessaglam@ifrc.org; gasim.zahid@ifrc.org within 48 hours of receiving the Request for Quotation.
- Terms and Conditions:** Please state in your offer your acceptance of Federations attached Terms and Conditions. Annex I

Principle of Conduct

Tenderers seeking to work with the IFRC shall respect the following principles:

Business Ethics: Tenderers are expected to maintain the highest degree of business ethics when working with the IFRC.

Transparency of information provision: Tenderers shall not be involved in any fraudulent activities, misrepresent information or facts for the purpose of influencing the selection and contract awarding process in its favour.

Fair competition: Tenderers shall not be involved in any corrupt, collusive or coercive practices.

If at any time during the registration or procurement process the IFRC determines that the Tenderers is in violation of the above-mentioned principles, the proposal will be rejected as ineligible.

The respect of fundamental human rights and labour standards is stipulated in the General Terms and Conditions (Annex II) and must be accepted by you as a condition of contracting with the IFRC. Any refusal of these terms shall constitute grounds for rejection of proposal; and any violation during a contract terms shall constitute grounds for termination.

Best regards,
IFRC Turkey

ANNEX- I Technical Specifications

WORK DESCRIPTION

This work includes the specifications, control and inspection methods and other issues related to the “**Procurement of 1 Full-Automated Machine for Manufacturing Full Ultrasonic Surgical Mask with Elastic Ear Loop and Nose Clip**”. The provisions of the administrative specifications shall apply for all issues not covered under this technical specification.

SPECIFICATIONS OF THE MACHINE

- There shall be speed control device on the manufacturing machine body.
- Antistatic bar shall be used on the manufacturing machine body.
- The manufacturing machine body shall be actuated by a gear motor.
- The manufacturing machine body shall have 1 clip fitting and cutting tool. The machine shall stop automatically when the clip wire finishes.
- The manufacturing machine body shall have fabric folding (pleating) tool.
- Mask stitching shall be carried out by ultrasonic welding method.
- The manufacturing machine body shall have 3 fabric feeding apparatus. The machine shall stop automatically when the fabric finishes.
- Nose clip fitting tool must be capable of adjusting the nose clip length to 105 ± 5 mm.
- Ear loop size must be adjustable in the range of 20x175-200 mm.
- The machine shall be operated at AC220V/50Hz.
- The machine shall have UPS feeding options.
- There shall be automated conveyor transmission between the body manufacturing and rubber fitting units.
- The mask body shall be placed on the exit conveyor automatically by the machine after it is manufactured and it shall be transferred automatically to the conveyor on the rubber-fitting unit.
- The machine shall stop automatically when the rubber is broken or finished.
- Servo motor shall be used for rubber feeding systems.
- Servo motor shall have encoders.
- Each of the revolving grippers shall be controlled by servo motor.
- Up and down movement of the revolving grippers shall be actuated by servo motor.
- Servo or reducer motors shall be used in rubber fitting motors.
- There must be a PLC program infrastructure where all servos used in the system follow one servo.
- All motors used in the system shall be controlled by motion PLC.
- The system must have an infrastructure readily available that communicates with rubber fitting unit and main body.
- There must be sensors that see all the movements of the pistons.
- Torque control program structure shall be protected against mechanic units.
- Pneumatic units shall be monitored by the help of sensors.
- The rubber fitting unit shall have a touch screen with a minimum resolution of 800x600 and 7 inches size
- The number of products manufactured by the system shall be monitored on the control screen.
- The error codes shall be stored in the memory and a report shall be obtained when requested.
- Weekly and monthly manufacturing reports shall be obtained.
- It shall be connected to the counter remotely and must have the feature of troubleshooting.
- The number of production and efficiency shall be followed.

- There must be a program infrastructure where the malfunctions can be followed on the screen.
- In case of any malfunction or error, the source of the problem can be determined from the screen.
- All profiles used in the workbench chassis shall be heavy serial sigma profile, the legs of the chassis and the steel piece bases shall be mounted to the connection corners and the chassis shall be strengthened.
- The aluminum tables used on the counter shall be anodized.
- Protection covers shall be installed in moving places in the system.
- All shafts in the system shall be embedded in the pockets of the parts and shall be strengthened with shaft support apparatus.
- There shall be a ventilation and cooling system for the panel to be located on the rubber bench.
- Cables, terminal blocks and automatic fuses and hardware equipment in accordance with the safety integrity levels defined in IEC 61508 shall be used.
- Bench safety shall be provided with the safety relay.
- The final product shall have the feature of straining in the desired number.
- A total of 3 digital ultrasonic welding machines shall be used in the rubber and body bench.
- The finished product manufacturing capacity coming out of the machine shall be at least 75 pieces / minute.
- The finished product size coming out of the machine shall be 175mmx95 ± 2mm.
- Machine dimensions; shall be maximum 6250mmx1100mmx2000mm.

OTHER ISSUES

- All sizes and quantities specified in the specification may be changed when deemed necessary by the administration.
- The machine to be manufactured/proposed, all parts of the machine and all spare parts used in internal furnishing (excluding cutting scissors, blades and gear sets) shall have at least one-year guaranty and the company shall prepare spare parts guaranty.
- If requested by IFRC after sales, the company shall provide free of charge spare parts, vide technical assistance, online support, field mounting, taking into operation and training, field maintenance and repair services.

TRIALS

- They are inspected by the inspection commission established by the administration to see whether they comply with the technical specifications. If deemed necessary, individuals or organizations from outside the institution can be examined. All inspection costs shall be covered by the company.
- It shall be undertaken by the company that it meets the conditions in the technical specification for the materials that are not sampled (shall be decided by the commission during the inspection).
- **The companies that shall participate in the tender are obliged to submit the CE certificate and ISO 9001: 2015 Quality Management System certificate of the machine along with the tender documents.**

DELIVERY

- The delivery period is planned as 15 calendar days.
- The delivery place of the machine is Türk Kızılay Ankara Toplum Merkezi Ulubey Mahallesi, Taşdelen caddesi, No: 148 Siteler / Ankara.

- Any part or element that is found to be defective or faulty or malfunctioning during the warranty period shall be repaired or replaced and be rendered fully operational by obtaining the new one from the IFRC without any charge.
- The company shall give the "WARRANTY CERTIFICATE" for the machine to be delivered to the IFRC on delivery.
- The company shall intervene as soon as possible (not exceed five working days under any circumstances) from the date of notification of the fault to the company and report it to the IFRC.
- The way the guarantee mechanism works shall be followed by the IFRC. In case of any dispute, the dispute shall be referred to the Ankara courts.
- During the warranty period, if the same-similar (systematic) malfunctions occur in the same parts / parts of the purchased machines due to manufacturing project and assembly and these malfunctions continue in 2 units at most, the Company shall replace the mentioned part / component with new ones without any charges and shall guarantee that it shall take all kinds of systematic measures to correct the problem, without charging the IFRC.

SELECTION AND AWARD CRITERIA

a. Administrative Evaluation

A bid shall pass the administrative evaluation stage before being considered for technical and financial evaluation. Bids that are deemed administratively non-compliant may be rejected, therefore make sure that the documents in Conditions for submitting offers are completed.

b. Technical Evaluation

- i. To be technically acceptable, the bid shall meet or exceed the stipulated requirements and specifications in the Request for Quotation.
- ii. A Bid is deemed to meet the criteria if it confirms that it meets all mandatory conditions, procedures, and specifications in the Request for Quotation without substantially departing from or attaching restrictions with them. If a Bid does not technically comply with the Request for Quotation, it will be rejected.

c. Award Criteria

All bids that pass the Technical evaluation will proceed onto the final stage of evaluation. IFRC will evaluate the bidder per lot. The award criteria will be as follows:

Price
Delivery Lead Time
Quality

ANNEX II

FEDERATION GENERAL TERMS & CONDITIONS ON PURCHASING

1. Acknowledgment: A duplicate of the Purchase Order or contract is attached and marked “Copy for acknowledgment and acceptance of conditions of contract”. Please detach, sign and date this copy and return by registered mail to the Procurement Service, International Federation of Red Cross and Red Crescent Societies, Box 372, 1211 Geneva 19, Switzerland.
2. Acceptance: No Purchase Order shall become effective and no contract shall exist until the Federation has received from the Supplier their written acceptance of the conditions which govern the Purchase Order or Contract. This can be accomplished by return of the signed Acknowledgment Copy.
3. Tax Exemption: The Supplier’s price shall reflect any tax exemption to which the Federation is entitled by reason of any privileges or immunities enjoyed by it. If it is subsequently determined that any taxes which have been included in the price are not required to be paid, the Federation shall deduct the amount from the contract price, and any amounts already paid shall be refunded.
4. Discount: Time in connection with any discounts offered will be computed from the date of receipt by the Federation of full documentation as specified by the Purchase Order, Contract or Annex thereto.
5. Warranty: The Supplier warrants the goods or services furnished under this Purchase Order / Contract to be fit for their intended use and free from defects in workmanship and materials, and indemnifies the Federation against any claims resulting therefrom. This warranty is without prejudice to any further guarantees that the Supplier provides to its purchasers - such guarantees shall apply to the goods or services that are the subject of this Purchase Order / Contract.
6. Inspection: The duly authorized representatives of the Federation shall have the right to inspect the goods or services that are the subject of this Purchase Order / Contract at the Supplier’s stores, during manufacture, in the ports or at places of shipment, and the Supplier shall cooperate and provide all facilities for such inspection. The Federation may issue a written waiver of inspection at its discretion. Any inspection carried out by representatives of the Federation or any waiver thereof shall not prejudice the implementation of any other relevant provisions of this Purchase Order / Contract concerning obligations of the Supplier, such as warranty or conformance of goods or services to specifications.
7. Packing: The Supplier shall pack all goods with new sound materials and with every care in accordance with normal commercial standards of export packing for the type of goods specified herein. Packing materials must be adequate to safeguard the goods while in transit. The Supplier shall be responsible for any damage or loss which can be shown to have resulted from faulty or inadequate packing.
8. Export License: The Purchase Order / Contract is subject to the obtaining of any export license or other governmental authorization which may be required. It shall be the responsibility of the Supplier to inform the Federation beforehand of such restrictions and obtain such license or authorization, but the Federation will use its best endeavors to assist. In the event of refusal thereof, the Purchase Order / Contract will be annulled and all claims between the parties automatically waived.
9. Force Majeure: Force majeure, as used herein, shall mean acts of God, laws or regulations, industrial disturbances, acts of the public enemy, civil disturbances, explosions and any other similar cause of equivalent force not caused by, nor within the control of either party, and which neither party is able to overcome. As soon as possible after the occurrence of any force majeure event and within not more than 15 days, either party thereby rendered unable, wholly or in part, to perform its obligations under the Purchase Order / Contract, shall give notice and full particulars in writing to the other party. The party receiving such notice shall then have the right to terminate the Purchase Order / Contract by giving seven days written notice of termination. On termination of the Purchase Order / Contract, the Supplier shall return any deposit or advance payment by the Federation.
10. Default: In case of default by the Supplier, including but not limited to failure or refusal to make deliveries within the time limit specified, the Federation terminate the Purchase Order / Contract by written notice with immediate effect and may procure the goods or services from other sources and hold the Supplier responsible for any excess costs occasioned thereby. The Supplier shall have no right to receive payment for deliveries dispatched following receipt of such notice.
11. Conformity with Specifications: In the case of goods or services purchased on the basis of specifications, the Supplier warrants their conformity. The Federation shall have the right to reject and refuse payment for all non-

conforming goods or services. In case of non-conformity the Supplier may propose a suitable alternative for the Federation's consideration.

12. Ethical Conditions: The Supplier shall not be on bankruptcy, wound up or have affairs administered by the Court, neither have entered into an arrangement with credits, nor have suspended business activities, or be subject to proceedings concerning those matters or be in any analogous situation arising from a similar procedure provided for in national legislation or regulations.

The Supplier shall neither be guilty of grave professional misconduct nor be convicted of the same.

The Supplier shall not be subject to a judgment that has force of Res Judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity.

The Supplier shall have fulfilled obligations relating to the payment of social security contributions and taxes in accordance with the legal provisions of the country in which he is established or the country where the contract is performed.

The Supplier guarantees that he is respecting fundamental rights and is in no way complicit in human rights abuses. He is not exploiting child labour and forced labour and respects the basic social rights and working conditions in the countries involved.

13. Disputes-Arbitration: Any dispute, claim, or controversy arising out of or in relation to this Purchase Order / Contract, or the validity, breach, or termination thereof, shall be referred to arbitration under the United Nations Commission on International Trade Law Arbitration Rules, subject to such modification as the parties may agree in writing. The arbitration shall be conducted in the English language and shall be governed by the substantive law of Switzerland. The arbitral tribunal shall have no authority to award punitive damages. The parties agree to be bound by any arbitration award rendered in accordance with this paragraph as final adjudication of any such dispute, claim or controversy.

14. Privileges and Immunities: Nothing in or relating to this Purchase Order / Contract shall constitute or be deemed a waiver, express or implied, of any privilege or immunity enjoyed by the Federation, whether pursuant to existing conventions, treaties, or agreements, such as the agreement of 29 November 1996 between the Federation and the Swiss Federal Council regarding the legal status of the Federation in Switzerland, or any other convention, treaty, or agreement which may come into force.

15. Assignment. The Supplier shall not assign, transfer, pledge or make other disposition of this Purchase Order / Contract or of any of the Supplier's rights, claims or obligations hereunder except with the prior written consent of the Federation.

16. Bankruptcy: Should the Supplier file any petition for bankruptcy or make a general assignment for the benefit of its creditors, or should a receiver be appointed on account of the Supplier's insolvency, the Federation may terminate this Purchase Order / Contract by written notice with immediate effect.

17. Advertising: Unless authorized in advance in writing by the Federation, the Supplier shall not advertise or otherwise make public the fact that it is a Supplier to the Federation and / or any National Red Cross or Red Crescent Society, or use the name, emblem or official seal of any of them or any abbreviation or derivation thereof whether for advertising or any other purposes.

18. Officials Not to Benefit: The Supplier represents and warrants that no official of the International Federation of Red Cross and Red Crescent Societies has been, or shall be, admitted by the Supplier to any direct or indirect benefit arising from this Purchase Order / Contract or the award thereof. The Supplier agrees that breach of this provision is a breach of an essential term of this Purchase Order / Contract.

19. Amendments: No changes or modifications to this Purchase Order / Contract shall be valid unless set forth in writing signed by both parties.

20. Notice: Service of any notice shall be deemed to be good if sent by registered mail, telex, fax or cable to the addresses of both parties, set out in the heading of this Purchase Order / Contract.

21. Governing Law: This Purchase Order / Contract is considered to be concluded in Geneva, Switzerland and shall be governed by Swiss law.

Annex III

Declaration of Undertaking

Bid

We have examined the Request for Quotation **2020/22/12RFQ001** and offer to supply the kits in conformity with required TOR and for a price as indicated in attached pricing form.

We accept all requirement and conditions as stipulated in this Request for Quotation and attached Terms and general Conditions.

This bid is submitted in one original copy.

This bid shall remain binding until _____. This bid and your written acceptance of it shall constitute part of a binding contract between us.

We understand that the FEDERATION is not bound to accept the lowest or any offer received for the Services.

Signature _____

Date: _____

Name: _____

Authorised to sign on behalf of (organisation name):

Designation: _____

Office Stamp of the Organization :

