

Terms of Reference (TOR for Supply of Medical Supplies Items - 2025 of Puntland -State)

Location: Bocame -Puntland state of Somalia.
Donor: QRCs
Job Title: Medical Supplies Items.
REF №; Medical Supplies Items.
Project/Somalia/MOG /00088/2025

Background:

Qatar Red Crescent Society (QRCS) is Humanitarian Organization working in more than 17 countries around the globe. Since its inception, QRCS has worked to improve living and health conditions, increase agricultural productivity, raise the standard of living within disaster affected and poor communities in rural populations and contribute to their economic recovery and resilience. Improving the health of the community for all is at the heart of QRCS's efforts to make sure people have regular access to enough quality health services to lead active, healthy lives.

To achieve its goals, QRCS cooperates with thousands of partners worldwide, from farmers' groups to Traders, from non-governmental organizations to other UN agencies

In this regard QRCS is looking for a competent bidder to supply Medical Supplies items to (Bocame Health Center – **Puntland- State**)

Overall Objective of the Procurement:

The Overall purpose of the Procurement is;

(a) To get eligible Medical Supplies items suppliers to supply good quality Medical Supplies items to QRCs project sites.

To ensure right type, quality and quantity of Medical Supplies items are procured and delivered to QRCs project site (Bocame, - **Puntland State**) the focus would be considering the type, quality and Quantity of Medical Supplies items; company credibility and potential to supply the required items.

Based on the Objectives, the QRCS will aim at capturing the following from the supplier.

Effectiveness	Supplier has ability to manage the time and perform the activities as per the plan.
Relevance	The supplier has qualified personnel who could run the delivery & installing process with fewer difficulties and has relevant documents that explain its operation in the field of Medical Supplies items procurement and supply in Somalia. Has experience in supplying Medical Supplies items.

Efficiency	The supplier should be delivering the services with reasonable cost and has resources that perform work efficiently.
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Scope of the Assignment and Methodological Aspects:

The supplier will be responsible for carrying out the entire process of the procurement and supply chain including delivering & installing to the target location at designated delivering site while the supervision and final decision on how and when to delivering shall be the responsibility of QRCS.

The supplier should consider the following.

- **Branding & Visibility:** Proper branding on all cartons for clear identification.
- **Quality & Quantity Assurance:** Ensure the correct quality and quantity of drugs & equipment.
- **Transportation, installing & Delivery:** Supplier is responsible for delivery to the project site.
- **Medical Supplies Package Details:** As per the attached files for **Bocame, Puntland State**.
- **Delivery Locations:** All supplies to be delivered to the designated **QRCS project site**.
- **Expiry Date of Drugs Supplies:** Must be more than 18 months from February 2025.

The bidder/supplier shall submit the proposal with the following documents: -

1. Company profile with a verifiable contact address.
2. Most recent bank statements (showing the last 6 months of transactions and current balance).
3. Valid registration certificate (commercial license) at both federal and state levels.
4. A copy of the passport of the company's chairperson.
5. A valid tax certificate for the most recent fiscal year.
6. All documents must be written in English.
7. **Currency:** US Dollar.

Terms:

1. Partial documents will not be accepted.
2. Tender envelopes must be sealed and stamped.
3. Financial documents (quotation) must be submitted in a separate envelope.
4. The technical proposal must also be submitted in a separate envelope.

Packages of Medical Supplies items:

Medical Supplies to Bocame, Puntland State:

The list of medical Supplies are attached.

Language of the Bid:

The bid, all correspondence & documents relating to the bid shall be in English language.

Cost of Bidding:

The bidder/s shall bear all costs associated with preparation and submission of its bid. QRCS will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

Clarification of Bidding Documents:

A consultant/contractor requiring any clarification shall notify QRCS in writing or by telephone & QRCS will respond in writing to any request prior to the deadline.

Amendment of Bidding Document:

At any time prior to the deadline for submission of bids QRCS may for any reason whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents & will be binding on them. The amendment will be notified in writing or by email or letter to all prospective bidders, who have received the bidding documents & will be binding on them. To allow prospective bidders responsive time in which to take the amendment into account in preparing their bids, QRCS may, at the discretion, extend the deadline for the submission of the bids.

Bid Currencies:

The bids prices shall be quoted in US Dollar (USD).

Bids Prices:

- The bidders shall indicate the unit price where possible and the total bid price of the Work separately (for each work) including transportation cost to the project location.
- Prices quoted by the bidder shall be fixed for a period of four months i.e., during evaluation, award and implementation.

Award Criteria:

The contract shall be awarded to the most economically advantageous tender/bid that meets quality, specification, delivery, price, and good terms of payment. QRCS is not bound to accept the highest, lowest or any other tender or bid and is not bound to give any reasons thereof.

QRCS right to vary quantities at the time of the award:

QRCS reserves the right at the time of award of contract to increase or decrease by up to 10% the quantity of work specified in the technical specification.

QRCS right to accept any bid and reject any or all bids:

QRCS reserves the right to accept any bid and to annul the bidding processes and reject all bids at any time prior to award of contract without there by incurring any liability to the affected bidder or bidders or any obligation form the affected bidder or bidders on the grounds of its action.

Should you be interested and have the capacity to provide the service above, QRCs request you to collect the Terms of reference (ToR) documents from the following address: link <https://somalijobs.net/> or contact **Logistic and Procurement officer** at Qatar Red Crescent **0616989691**

Subject of email addressed “**QRCS-/00088/2025 Supply of Medical Supplies Items - 2025 of Puntland -State**” should be dropped at main Office of Qatar Red Crescent (QRC) office-Somalia; behind Qatar Embassy Next Peace University Wadajir District Mogadishu. The deadline for submission of bids i.e., **9th Feb 2025 at 4.00 PM.**

Logistic officer

**Qatar Red Crescent
Society
Bashir Abdulkadir Omar**

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Dr. Alfatih Alameen Alzaki**

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