 

**Request for Proposals to Procure Medical Devices and Furniture**

**Published:  March 25, 2022 / Deadline: April 10, 2022**

**Attached Files: application form, declaration, budget form**

**Caritas Czech Republic (CCR)** is an international NGO, working in several countries to implement developmental projects. In Georgia CCR has been working since 2008 and in 2015 it established its branch office in Tbilisi (CCRG), through which it implements various donor funded projects in the field of Social care, Healthcare, Environmental Care and Rural development. For more information, visit our pages:

<https://www.facebook.com/CCRGeorgia2015/>

<https://georgia.charita.cz/>

**Caritas Czech Republic, with the financial support of the Czech Ministry of Interior, under the MEDEVAC program, opens invitation to interested, qualified parties to submit bids on supply of medical devices and furniture (in compliance with the annexed specification – #3).**

**Estimate cost:**

Requested budget shall not exceed **USD 20 000 (twenty thousand Unites States Dollars),** including all taxes set forth in Georgian legislation, also transportation, training and order installation costs.

**Payment:**

Payment will be done in the Georgian National Currency, by the exchange rate of the National Bank of Georgia on the day of the payment.

**Estimated time:** the delivery shall take place within 70 (seventy) calendar days after conclusion of a contract between contracting Parties.

**Assessment criteria and criteria value:**

* Quality of submitted application - 20%
* Experience and qualification of the bidder - 20%
* Cost of the proposal - 20%
* Delivery time - 20%
* Warranty period -20%

**Submission of the bid - required documents:**

* Completed Annex - **Application form** in Georgian and English (Annex #1), completed, signed and stamped;
* Completed and signed **Declaration of the Conflict of Interest** (Annex #2);
* Completed and signed **Budget Form** in Excel (Annex #3) providing detailed specification of medical devices and furniture. **Technical passports** of the devices and furniture shall be annexed;
* CVs (in English) of the company Director and the sales manager showing the qualification and the experience in the field;
* Extract from the public register (for the last 6 months), Georgian and English versions.

**Please note, that incomplete application will not be considered. The proposals (Annexes 1,2,3) should be submitted in Georgian and English language.**

**The deadline for the submission of proposals**: April 10, 2022, 18:00 (Georgian time).The proposals shall be received electronically to: [ccrg.vacancy@gmail.com](mailto:ccrg.vacancy@gmail.com) and [tamar.kurtanidze@caritas.cz](mailto:tamar.kurtanidze@caritas.cz)

*Please indicate in the subject line “Bid - Medical Devices and Furniture”.*

**Note:**

* Proposals will be reviewed upon receipt.
* Selected candidates will be invited for interview within 10 days after completion of the bidding process.
* CCR retains the right to cancel the tender any time without a feedback to the applicants.