

INVITATION TO BID
ITB-IDA/GDF – MED/2022/1
Issue date: 11 April 2022

IDA Foundation (IDA), as the contracted Procurement Agent of the Stop TB Partnership/Global Drug Facility (GDF), wishes to procure anti-tuberculosis (TB) medicines for the period 1 July 2022 – 31 December 2023.

IMPORTANT – ESSENTIAL INFORMATION

Deadline for the electronic submission of Technical and Financial Bids: **Monday 2 May 2022 at 16h00 IST (India Standard Time) or 12h30 CET (Central European Time)**

Public opening of Financial Bids on **Wednesday 4 May 2022 at 10h30 IST (India Standard Time) or 7h00 CET (Central European Time)**

The reference **ITB-IDA/GDF – MED/2022/1** should be shown on all correspondence related to this ITB.

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SECTION 1: INTRODUCTION

1.1. GDF’s mission and vision

The mission of GDF is to facilitate worldwide, equitable access to TB products which should help countries meet their targets set and adopted by world leaders at the United Nations High Level Meeting on Tuberculosis in 2018.

Today, GDF is the **largest supplier of quality-assured TB products** in the public sector worldwide. Since its inception, GDF has supported and increased access to critical quality-assured TB products to 151 countries. The key added value of GDF is to offer a **full package of services** for ensuring market availability, affordability, and provision of quality-assured TB products to countries in need, as well as to offer country support for facilitating access to and uptake of new medicines and diagnostic tools. GDF’s services include active market-shaping, strategic procurement solutions, innovative logistics approaches, a Strategic Rotating Stockpile, pre-shipment inspection and quality control services, capacity-building and technical assistance.

As the largest public-sector purchaser, GDF is uniquely positioned to monitor and intervene in TB markets. Its market-monitoring and market-shaping work develops a transparent source of information to stakeholders and countries and provides downward pressure on the prices of TB products.

More information about GDF can be found at the following link

<https://www.stoptb.org/facilitate-access-to-tb-drugs-diagnostics/global-drug-facility-gdf>

1.2. Objective of the ITB

The purpose of this ITB is to select a panel of suppliers who will enter into a long-term agreement (LTA) with IDA Foundation (IDA), the contracted Procurement Agent of Stop TB Partnership/GDF, to supply the TB medicines specified in Annex B of this ITB document.

1.3. The ITB and award process

The ITB and award process consists of five (5) steps:

- In Step 1, Bidders prepare and submit Bids according to the terms and conditions stated in this ITB document, particularly in sections 3.2, 3.3 and 3.4;
- In Step 2, there is a public opening of the Financial Bids, as stated in section 3.6;
- In Step 3, GDF/IDA evaluates the Technical and Financial Bids of eligible Bidders/TB medicines, as outlined in section 3.8;
- In Step 4, GDF/IDA adjudicates and allocates the market share per awarded Bidder, as stated in section 3.9;
- In Step 5, eligible Bidders are notified of the awards, as stated in section 3.10.

1.4. Timeline of the ITB

Activity	Scheduled Time – Deadline
ITB launch/web-publishing	Monday 11 April 2022
Request for clarification on the ITB (section 3.2.8)	Deadline: Friday 15 April 2022, 17h00 IST (India Standard Time) or 13h30 CET (Central European Time)
GDF/IDA responses to requests for clarification on the ITB (section 3.2.9)	Deadline: Thursday 21 April 2022, 17h00h IST (India Standard Time) or 13h30 CET (Central European Time)

All questions/clarification related to CDP portal	Deadline: Friday 29 April 2022, 14h00 IST (India Standard Time). or 10h30 CET (Central European Time)
Electronic submission (via email) of Technical and Financial Bids, in separate emails (sections 3.3.4 and 3.3.5)	Deadline: Monday 2 May 2022, 16h00 IST (India Standard Time) or 12h30 CET (Central European Time) <i>Bids received after the stipulated date and time will be rejected.</i>
Public opening of Financial Bids (section 3.6)	Wednesday 4 May 2022 at 10h30 IST (India Standard Time) or 7h00 CET (Central European Time)
Evaluation of Technical and Financial Bids (section 3.8)	From Wednesday 4 May 2022 to Friday 6 May 2022
Adjudication and market share allocation (section 3.9)	Monday 9 May 2022
Notification of awards to Bidders (section 3.10)	by Thursday 19 May 2022

1.4.1. GDF/IDA reserves the right to cancel this ITB, change the scheduled times of the ITB's key activities, revise the ITB and any of its schedules, or not make any awards by issuing an amendment to this ITB. GDF/IDA will not be held liable for any compensation demanded by Bidders for the costs involved in Bid preparation.

1.4.2. All amendments to this ITB will be posted on the GDF website at <https://www.stoptb.org/suppliers/procurement-notice> and the IDA website at <https://www.idafoundation.org/blog>.

1.4.3. It is the Bidder's responsibility to consult the GDF and IDA websites to ensure that they are aware of any amendments to and additional information regarding this ITB.

1.5. Contacts for the ITB

All correspondence in relation to this ITB should be sent to:

- Mrs Kirsten van der Vleuten, Programme Manager, IDA Foundation, at kvdvleuten@idafoundation.org, with copy to
- Dr Magali Babaley, GDF Strategic Procurement and Business Intelligence Manager, at magalib@stoptb.org
- Mrs Nigorsulton Muzafarova, GDF Lead Quality Officer, at nigorsultonm@stoptb.org
- Dr Kaspars Lunte, GDF Global Sourcing Officer, at kasparsl@stoptb.org
- For CDP related question/queries, please contact Dr Magali Babaley, magalib@stoptb.org and Dr Kaspars Lunte, kasparsl@stoptb.org

ATTENTION: The Bids should NOT be submitted to the above staff emails. For Bid submission, please use the two (2) dedicated email addresses given in sections 3.3.4 and 3.3.5.

SECTION 2: SCOPE OF THE ITB

2.1. The GDF/IDA procurement strategy

- 2.1.1. The GDF/IDA procurement strategy for TB medicines and related products has been developed with specific key objectives to support Goal 3 of the Stop TB Partnership's Operational Strategy. This Goal seeks to ensure uninterrupted access to quality-assured TB products at the optimum price, while simultaneously maintaining a sustainable and competitive market.
- 2.1.2. The GDF/IDA procurement strategy consolidates the results of market analysis and discussions with manufacturers, GDF clients, the Global Fund and GDF donors, and technical partners.
- 2.1.3. The key principles of the GDF/IDA procurement strategy are the best interest of GDF and its partners, the best value for money, and an effective competition, fairness, integrity, and transparency. These principles have been developed with the aim:
- a. To maintain a sustainable and predictable supply of the needed TB medicines and related products.
 - b. To maintain sufficient suppliers in the market through sourcing strategies, by understanding and supporting suppliers' interests and by encouraging new suppliers to enter the market.
 - c. To ensure affordable and competitive pricing through competitive, fair, and transparent tenders, supplier engagement strategies and the minimization of supplier production costs through improved GDF/IDA forecasts and procurement planning.
 - d. To ensure reliable supply through improved supplier performance. In this regard GDF uses a set of Key Performance Indicators (KPIs) and information which cover supplier's timely readiness of products, supplier's responsiveness, collaboration, and communication with GDF/IDA.
 - e. To increase supplier engagement in sufficient production capacity in order to ensure supply security by improving demand visibility through improved GDF/IDA forecasts.
 - f. To enable supply flexibility through a reduction in supplier delivery lead times. Suppliers are encouraged to implement different approaches to decrease their delivery lead times such as, consignment stock, increased production capacity and multiple sources of API
 - g. To limit the risk of expirations and write-offs by encouraging suppliers to extend product shelf life (to 60 months where applicable).
 - h. To reduce supply chain risks by encouraging suppliers to register their products in countries.
- 2.1.4. GDF and Environmental Sustainability Strategy: Environmental degradation through pollution, antimicrobial resistance and climate change are issues of concern because they disproportionately affect people in countries where TB medicines are manufactured and supplied. As a procurer of TB medicines and diagnostics, GDF relies on the environmental sustainability standards and policies of its suppliers. In its efforts to build and strengthen a sustainable supply chain, GDF will in the future embed

environmental criteria into contractual requirements to encourage environmentally sustainable and competitive markets whilst ensuring uninterrupted access to TB medicines and diagnostics.

2.1.5. To this end, GDF/IDA suppliers are encouraged to:

- a. Follow WHO global strategy on health, environmental and climate change
- b. Equally embed environmental sustainability requirements on their upstream sources of APIs and excipients (ensuring sustainable and environmentally respectful production processes)
- c. Implement policies on environmentally sustainable waste management and energy efficiency
- d. Where possible adopt and implement international standards on environmental sustainability, including respective third-party certifications such as ISO 14001:2015
- e. Identify areas of opportunity, redesign packaging specifications with a view to reduce finished product waste whilst **maintaining the quality of the product.**

2.2. Implementation of the GDF/IDA procurement and supply strategy

2.2.1. GDF has analyzed the list of needed TB medicines and related products against its procurement strategy and has defined different priorities per product, also considering the maturity of the product versus the changing treatment guidelines. While affordability and supplier's performance remain priorities for GDF/IDA, supplier production capacity, batch size, Minimum Order Quantity (MOQ) product shelf life, number of countries in which the TB medicine is registered and supplier's responsiveness, collaboration, and communication have also emerged as priorities. Addressing these priorities will allow GDF/IDA to increase supply flexibility and security, improve client satisfaction and decrease supply chain risks.

2.2.2. GS1 global supply chain standards are used for product identification, labelling and data exchange in order to enable innovation in supply chain efficiency and effectiveness. GDF/IDA will continue to work closely with awarded partners and stakeholders to follow up on the implementation of GS1 standards and location identification for medicines and other health products, to upload product master data attributes to the GDSN (Global GS1 network). This will improve the traceability and end-to-end visibility of health care products throughout the supply chain.

2.2.3. GDF also recognizes that it needs to further develop its supplier engagement strategy in order to improve its partnership and collaborative activities with suppliers and thus create additional value for both parties.

2.2.4. GDF operational objectives to enhance collaboration with suppliers are:

- a. To improve the GDF/IDA order cycle by better scheduling orders to suppliers;
- b. To adapt replenishment orders and production capacity to smooth peaks in the ordering pattern;
- c. To provide suppliers with more reliable and accurate forecasts and information on market evolution, especially following policy changes.

- 2.2.5. GDF/IDA has four categories of delivery flows and places purchase orders (POs) with suppliers accordingly:
- a. Direct Shipment PO: POs to purchase and directly deliver Products from supplier premises to countries for a specific Client's order, including direct shipment to India or
 - b. Consolidation PO: POs to purchase and deliver Products from supplier premises to the IDA's warehouse for consolidation of Products/cross docking before shipment to countries for a specific Client's order, or
 - c. SRS PO: POs to purchase and deliver Products from supplier premises to IDA's warehouse to build the Strategic Rotating Stockpile (SRS) or replenish Products in the SRS or
 - d. Consignment PO: POs to purchase and deliver Products from supplier premises to IDA's warehouse for the consignment stock.
- 2.2.6. Of the 117 countries that received deliveries of TB medicines via GDF in 2021, 21 countries represent 80% of the total value of TB medicines for Drug-resistant TB (SLDs) and/or TB medicines for Drug-susceptible TB (FLDs) delivered (class A countries). Due to the small number of class A countries, variable demand and lack of seasonality, there is no stable ordering pattern per product.

2.3. Addressing market challenges

GDF is carefully monitoring market developments, specifically:

- 2.3.1. The application of a fee by the World Health Organization (WHO) Prequalification Programme (PQP). This fee structure was implemented in January 2017 and applies to both first-time product applications and the maintenance of products on the WHO List of Prequalified Medicines. Thanks to joint efforts, WHO PQP has accepted a fee waiver system for many TB products in order to ensure long-term price security. The list of products eligible for fee waivers has been published at <https://extranet.who.int/pqweb/medicines/prequalification-procedures-and-fees> (and may be amended from time to time by WHO PQP). Given that manufacturers of listed products may apply for a waiver of the annual fees, GDF will not consider WHO PQP fees to be an additional cost burden for manufacturers. The supplier base for TB products is stable, and in general GDF anticipates trends towards sustainable and/or reduced prices. Hence, in cases where a higher price is offered for a product against previous tender price, GDF reserves the right to ask suppliers to provide a justification for price increase and GDF will evaluate the reasonableness of the higher price offered.
- 2.3.2. Product demand may change with updates to WHO recommendations captured in WHO Consolidated Guidelines on tuberculosis. The current WHO Consolidated Guidelines on Drug-Resistant TB recommend the use of all-oral regimens. The use of amikacin and streptomycin are reserved for when an all-oral regimen cannot be designed.

2.4. Conditions/eligibility for ITB participation

- 2.4.1. This ITB is open to Bidders who are authorized by relevant regulatory authorities to manufacture, distribute, and export medicines.
- 2.4.2. IDA and GDF reserve the right to verify the financial soundness of Bidders, unless this information has been provided within the previous 12 months; for example, the ratio of current assets/liabilities for the previous 3 years must be greater than 1, as substantiated by audited financial reports. GDF/IDA may request Bidders to submit their most recent audited financial statements, statutes, registry excerpts from the respective chamber of commerce, and quality and environmental management

system certificates. It is in the interest of the Bidders, if requested, to provide information that is as complete as possible. This information may also be used by GDF/IDA in the Bid adjudication process.

- 2.4.3. Only Bidders with products that comply with the GDF Quality Assurance Policy (<https://www.stoptb.org/suppliers/quality-assurance>) are eligible to participate in this ITB.
- 2.4.4. A Bid submitted for a product that has not received regulatory approval in accordance with the GDF Quality Assurance policy will not be considered for the ITB evaluation.
- 2.4.5. Bidder/s who expect their product(s) to be compliant with the GDF Quality Assurance policy at least three (3) working days before the day of public opening of the Financial Bids, must use CDP Portal to register their product in the FPP In-Market module (see article 3.1) and as soon the status “Approved” is received by GDF for the product, to submit the Technical Bid for this ITB. Bidders without CDP Portal access must alert GDF on the need to receive log-in credentials to create new product entry in CDP Portal by writing to the contacts indicated in section 1.5 at least five (5) working days before the day of public opening of the Financial Bids. Late submissions may be invalidated.
- 2.4.6. This ITB should not be construed as a contract or a commitment of any kind. This ITB in no way implies the acceptance of the Bid, nor obligates GDF/IDA to award a contract, nor does it commit GDF/IDA to pay any costs incurred in the preparation and submission of the Bid(s).
- 2.4.7. Bidders shall be responsible for and bear their own costs, expenses and liabilities arising in connection with the preparation and submission of a Bid and their involvement in the ITB process. GDF/IDA will under no circumstances be held liable for any such costs incurred by Bidders, whether direct or indirect, regardless of the outcome of the procurement process or whether the procurement process is cancelled, altered, or postponed for any reason.
- 2.4.8. Bidders are not required to bid for all products. However, Bidders are encouraged to bid for as many eligible products as possible.
- 2.4.9. By participating in this process, Bidders agree to the legal terms and conditions as stated in this ITB document. There is no arrangement or understanding between GDF/IDA and any Bidder with respect to this ITB other than what is outlined in this document.
- 2.4.10. Bidders shall comply with IDA’s purchase general terms and conditions.

2.5. Bidder ethics requirement

- 2.5.1. GDF/IDA requires that all Bidders maintain the highest standard of ethics throughout the entire ITB process, as well as for the duration of any LTA that may be signed as a result of this process.
- 2.5.2. Therefore, all Bidders must represent and warrant that they:
 - a. Comply with IDA’s code of conduct for suppliers
 - b. Have not unduly obtained or attempted to unduly obtain confidential information in connection with the ITB process;
 - c. Have no conflict of interest that would prevent them from entering into a contract with GDF/IDA;
 - d. Have not engaged or attempted to engage in any Proscribed Practices in connection with this ITB process or the LTA that may be awarded as a result of this process. For the purposes of this provision, Proscribed Practices are defined as corrupt, fraudulent, coercive, collusive and unethical practices, and obstruction.

2.6. List and technical specifications of products

- 2.6.1. Bidders are invited to submit Bids for the products that are listed and specified in ***Annex B – List and technical specifications of products requested.***
- 2.6.2. The products listed in Annex B will be allocated to selected suppliers based on the outcomes of this ITB.

2.7. Product quantity estimations

- 2.7.1. The total estimated quantity of products covered by this ITB is indicated in ***Annex H - Indicative non-binding estimated quantities of products requested.*** Please note that the estimations provided in Annex H are only indicative and should not be considered a volume commitment. Actual quantities to be ordered can vary, hence GDF/IDA cannot make any guarantees.

2.8. Contracting

- 2.8.1. On behalf of GDF, IDA intends to sign LTAs with awarded suppliers as per the results of the ITB.
- 2.8.2. For contractual and technical provisions, LTAs with suppliers will be issued according to the ***Annex D - IDA's model LTA, Annex E - IDA's purchase general terms and conditions*** and ***Annex F - IDA's code of conduct.***
- 2.8.3. Any purchases will be made against a Purchase Order (PO) issued by IDA in accordance with the terms and conditions of the LTA.
- 2.8.4. While Bids will be adjudicated on an EXW (EX-Works) basis, as stated in section 3.2.5.2, LTAs will be issued by IDA with three Incoterms (2020): EXW (Ex-Works), FCA (Free Carrier Alongside) and DAP (Delivered at Place) prices, including offloading for Indian supplies to Government Medical Store Depots (GMSDs) situated in Delhi, Chennai, Hyderabad, Mumbai, Karnal, Kolkatta and Guwahati. Detailed GMSD addresses are provided in ***Annex I - GMSDs address list.***
- 2.8.5. LTAs will be valid for an initial term from 1 July 2022 until 31 December 2023. They will begin on the commencement date and expire at midnight on the expiry date, unless terminated earlier in accordance with the provisions of the LTA. For Expert Review Panel (ERP)-approved products, the LTA will be subject to early termination if the product's ERP approval is not renewed or is cancelled.
- 2.8.6. After the initial term, IDA may request the supplier to renew the LTA for a consecutive term/s of up to 12 months, based on the same terms and conditions. IDA will give the supplier written notice of its intention to renew the LTA no less than sixty (60) calendar days prior to the LTA's expiry date. GDF/IDA may also provide the supplier with product forecast(s) for the next period/s. Based on the above:
- a) The supplier shall notify IDA in writing, within forty-five (45) calendar days before the end of the initial Term about the price maintenance or proposed price increase/reduction. If the supplier proposes a price increase, it must provide a well-documented justification to GDF/IDA for consideration.
 - b) IDA shall notify the supplier in writing within twenty (20) calendar days of receiving the above notice as to whether it agrees to the revised prices. In the case of a price increase, GDF/IDA will be entitled to revise existing market share allocations.
 - c) If parties agree to the revised prices, the LTA shall be amended accordingly, if the parties do not agree to the revised prices, the LTA shall not be extended.

2.9. Contract management

During the LTA period:

- 2.9.1. Every three months, GDF/IDA will monitor and report on the suppliers' performance, focusing on promised delivery lead time (promised date of goods readiness versus actual date of goods readiness) and compliance with the guaranteed delivery lead time as stated in the Technical Bid. Delivery lead time is defined as the length of time from when IDA places a PO with the supplier to when the products are available for dispatch at the supplier's premises along with the full set of shipping documents (invoice, packing list, CoA and other documents) as specified in the PO. This includes, but is not limited to, production planning, production/purchase of API, Key starting material, packaging materials, manufacturing period and suppliers internal batch release. In addition, GDF/IDA will monitor the responsiveness, collaboration and communication of the suppliers with GDF/IDA (including but not limited to timely confirmation of PO placed by GDF/IDA, timely feedback on the PO status, timely provision of requested documents, compliance with the Quality Control and Pre-Shipment Inspection requirements and communicating to GDF/IDA as soon as possible in the case of challenges in delivering the products, with a concrete action plan/timelines to mitigate/avoid risk of delays). Outcomes of supplier performance measurements will be used to discuss performance improvements with suppliers and to re-assess market share allocation during the LTA period (section 3.9.9)
- 2.9.2. GDF/IDA may issue new tenders for specific products when:
- a) Current supplier(s) are deemed unable to deliver the orders due to insufficient production capacities, or
 - b) A product had only one eligible Bidder at the time of the ITB, but additional quality sources have become available during the LTA period, or
 - c) There is a combination of a) and b), or
 - d) GDF/IDA and suppliers fail to agree on a proposed price increase, or
 - e) at the discretion of GDF/IDA to ensure supply security of product/s.
- 2.9.3. GDF/IDA may conduct investigations related to any aspect of the ITB awards at any time during the term of the LTA and for a period of 3 years following the expiration or termination of the LTA. The supplier shall provide its full and timely cooperation with any such inspections, audits or investigations. Such cooperation includes the supplier making available its personnel and any relevant documentation, including copies of any test results or quality control reports, at reasonable times and on reasonable conditions, and granting access to the premises used for the production, testing and packaging of the products and to its personnel. The supplier shall require its agents, including its attorneys, accountants or other advisors, to reasonably cooperate with any inspections, post-payment audits or investigations carried out by GDF/IDA.

SECTION 3: INSTRUCTIONS FOR BIDDERS

3.1. Submission of Technical Bids via the GDF CDP portal

- 3.1.1. GDF has launched its Central Data store and analysis Platform (CDP) Portal end of 2021 with the aim to improve the collection and validation of TB medicines-related data/information submitted by suppliers in the CDP Portal. The data/information collected (via WebForms) and validated by GDF based on supporting documentation uploaded in the CDP Portal by suppliers, are related to the Finished Pharmaceutical Product (FPP) in the market and the country registration status of the FPP. In April 2022, GDF has released a new functionality in the CDP Portal – “GDF Tender / Technical Tender Submission” module that allows suppliers to prepare and automatically generate the requested Technical Bid Response Form and TB medicines country registration Response Form (both in Excel format) based on the list of TB medicines required by GDF for the tender and the list of supplier’s TB medicines approved in the CDP portal. Thus, thanks to the CDP Portal, the Technical Bid submission is now automated for suppliers, and GDF/IDA will only receive via the CDP Portal Technical Bids that meet its QA and technical requirements.
- 3.1.2. GDF is currently developing additional functionalities that will allow suppliers for future GDF/IDA tenders, to also submit via the CDP Portal their Technical Bid for Cat I&III Kit A, as well as their Financial Bid.

3.2. Preparation of Bids

- 3.2.1. Bidders shall complete the following Forms:

3.2.1.1. For the Technical Bid:

- a. Bidder is requested to use the GDF CDP Portal for the preparation and submission of its Technical Bid, except for the Cat I&III Kit A if offered (see below). Bidder is requested to complete the Web-Forms in the CDP Portal under “**GDF Tender / Technical Tender Submission**” module. **Technical Bid Response Form** and **TB medicines country registration Response Form** (both in an Excel file) will be automatically generated in the CDP and can be checked by the Bidder before submission. Bidder is requested to refer to the **Annex L: CDP Technical tender submission - instructions for use**, to prepare its technical bid via the CDP Portal.
- b. Only if Cat I&III Kit A is offered, Bidder shall complete the **Annex A1 - Technical Bid Response Form for Cat I&III Kit A** (Excel file) and provide requested supporting documentation. If no Cat I&III Kit A is offered, completion of Annex A1 is not required. Failure to provide all information and supporting documentation requested in Annex A1 for Cat I&III Kit A may lead to the rejection of the Bid for this product.
- c. Bidder is requested to complete, date, and sign the **Annex G - GDF access to supplier information for WHO PQP and ERP assessed TB medicines** (PDF file). If the Bidder only offers SRA approved product/s, the Bidder is requested to send Annex G with the mention “Non applicable”.

3.2.1.2. For the Financial Bid:

- a. **Annex A2 – Financial Bid Response Form** (Excel file)

- 3.2.2. **GDF Packaging:** GDF requests that products supplied by the supplier be in GDF packaging. For all information regarding GDF packaging requirements, the Bidder is requested to refer to **Annex J – GDF packaging artwork development guidelines** and sections 11 and 12 of **Annex D – IDA model LTA**.

- 3.2.3. **Samples:** IDA/GDF reserves the right to ask the Bidder for free, non-returnable samples of products (primary and secondary packaging) for the purposes of this ITB. Failure to provide, in a timely manner, samples or documentation requested by GDF/IDA may lead to rejection of the Bid.
- 3.2.4. **Prices and discounts:** In **Annex A2 – Financial Bid Response Form**, Bidder is requested to:
- 3.2.4.1. Provide unit prices of the packaging offered, in US Dollars only. Bids will be evaluated in US Dollars only. Failure to quote in US Dollars may lead to the rejection of the Bid. The Bidder must ensure that the cost of transportation packaging (shrink wrapping and palletization) is included in the price offered for the product(s). Unit prices provided will remain firm but subject to the right to review as outlined in section 2.8.6 of the ITB and in article 4 of the **Annex D – IDA model LTA**.
 - 3.2.4.2. Advise if additional discounts are applicable for high-volume purchases; if so, these should be specified.
 - 3.2.4.3. Advise if any other discounts other than those mentioned in section 3.2.4.2 are applicable; if so, these should be specified.
- 3.2.5. **INCOTERMS:**
- 3.2.5.1. Bidder is requested to quote unit prices in accordance with the following delivery Incoterms (2020): EXW (Ex-Works), FCA (Free Carrier Alongside) and DAP¹ (Delivered At Place) prices, including offloading for Indian supplies to Government Medical Store Depots (GMSDs) situated in Delhi, Chennai, Hyderabad, Mumbai, Karnal, Kolkatta and Guwahati. Detailed GMSD addresses are provided in **Annex I - GMSDs address list**.
 - 3.2.5.2. The EXW prices will be used to assign the points for the Financial Bid evaluation, as stated in article 3.8.3.
 - 3.2.5.3. Products for which the Bidder does not provide a DAP price for India may not be considered for Indian supplies; therefore, the Bidder may not be considered for market share allocations as awarded.
 - 3.2.5.4. Failure to quote in accordance with the requested Incoterms (EXW, FCA and DAP including offloading) may lead to rejection of the Bid.
- 3.2.6. **Registration of supplier’s TB medicines in countries:**
- 3.2.6.1. As countries continue to assume increasing responsibility for the financing of TB medicines, product registration has become a key requirement for many of them. For some countries, product registration became a mandatory requirement. The GDF/IDA technical evaluation of tender submissions will therefore give points per registered product according to the following:
 - Products whose registration is confirmed by supporting documents (the more the countries a product is registered in, the higher the number of points given)
 - 3.2.6.2. Only country registration of a product with the Quality Status required for this ITB (i.e., WHO prequalified, or SRA or ERP approved, and approved by GDF in the CDP Portal will be considered for the ITB evaluation.
- 3.2.7. **Validity of the Bids:** Bids should be valid for a period of no less than 90 days from the Bid submission date.
- 3.2.8. **Bidders’ requests for clarification related to this ITB:** Any requests for clarification in relation to this ITB should be sent by email to the contacts provided in section 1.5 by the deadline stated in section 1.4.
- 3.2.9. **GDF/IDA responses to requests for clarification related to this ITB:** IDA will respond to any requests for clarification received prior to the deadline stated in section 1.4 in one joint email response to all Bidders after the closing date for clarification requests by the deadline stated in section 1.4.

¹ DAP including and excluding taxes, customs clearance if applicable

3.3. Submission of Bids

3.3.1. **The Technical Bid** submitted by Bidders shall contain the following documents

- 3.3.1.1. The **Technical Bid Response Form** (Excel file) automatically generated by the CDP GDF Tender / Technical Tender Submission module after completion of the Web-Forms by the Bidder
- 3.3.1.2. The **TB medicines country registration Response Form** (Excel file) automatically generated by the CDP GDF Tender / Technical Tender Submission module after completion of the Web-Forms by the Bidder

The Technical Bid Response Form (Excel file) and TB medicines country registration Response Form (Excel file) will be automatically sent to the dedicated Technical Bid email address (see article 3.3.4 below) once the Bidder submit its Technical Bid via the CDP portal.

- 3.3.1.3. Only if Cat I&III Kit A is offered, **Annex A1 - Technical Bid Response Form for Cat I&III Kit A** (Excel file) duly completed by Bidder plus supporting documentation requested.

- 3.3.1.4. **Annex G - GDF access to supplier information for WHO PQP and ERP assessed TB medicines**, duly completed, dated, and stamped by the Bidder (PDF file) and uploaded in the CDP GDF Tender / Technical Tender Submission module. If the Bidder only offers SRA approved product/s, the Bidder is requested to upload Annex G with the mention “Non applicable”.

Annex A1 (if Cat I&III Kit A is offered) and Annex G shall be sent by the Bidder to the dedicated technical bid email address (see article 3.3.4 below). Thus, Annex G must be uploaded in CDP portal and also need to be sent by email.

3.3.2. **The Financial Bid** submitted by Bidder shall contain the following document:

- 3.3.2.1. **Annex A2 – Financial Bid Response Form** (Excel file), duly completed by the Bidder

3.3.3. Failure to submit the above documents requested for the Technical and/or Financial Bid may result in rejection of the Bid.

3.3.4. The Technical Bid shall be sent in a separate email to **GDFtechnicalBid@idafoundation.org** by the electronic submission deadline in accordance with section 1.4. The Technical Bid is sent automatically to this email address via the CDP portal, except for the Annex A1 (if Cat I&III Kit A is offered) and for Annex G for which the Bidder is requested to send these Annexes via email to the dedicated email address above. The subject of the email shall be “**supplier name + ITB-IDA/GDF – MED/2022/1 – Technical Bid**”.

3.3.5. The Financial Bid (Annex 2) shall be sent by the Bidder in a separate email to **GDFfinancialBid@idafoundation.org** by the electronic submission deadline in accordance with section 1.4. The subject of the email should be “**supplier name + ITB-IDA/GDF – MED/2022/1 – Financial Bid**”.

3.3.6. Failure to follow the instructions given in sections 3.3.4 and 3.3.5 may result in rejection of the Bid received.

3.4. Modification and withdrawal of Bids

3.4.1. Bidders are expected to examine all schedules and instructions pertaining to the Bid. Failure to do so will be at the Bidder’s own risk. Bidders acknowledge that GDF/IDA and/or its staff make no representations or warranties (expressed or implied) as to the accuracy, correctness, or completeness of this ITB or any other information provided to the Bidders.

- 3.4.2. Any changes to the Technical and/or Financial Bid must be sent by email to the relevant email addresses (refer to sections 3.3.4 and/or 3.3.5) prior to the deadline for electronic submission as stated in section 1.4. Bidders must clearly indicate that it is a modification that supersedes the earlier Bid or clearly state the changes from the original Bid. Please refer to the **Annex L: CDP Technical tender submission - instructions for use** for modification of a technical bid already submitted via the CDP portal.
- 3.4.3. Bidders may withdraw their Bid only prior to the deadline for electronic submission stated in section 1.4 through a written request. After the deadline, the Bid will remain valid.

3.5. Opening and screening of Technical Bids

- 3.5.1. This step only applies for the Technical Bids for Cat I&III Kit A given that the submission is not done via the CDP Portal. For other products the screening is done via the CDP portal.
- 3.5.2. After the deadline to electronically submit Technical Bids, GDF/IDA will open and screen the Technical Bids for the Cat I&III Kit A to confirm that:
- 3.5.2.1. Annex A1 is provided and duly completed
 - 3.5.2.2. Requested supporting documentation is provided
 - 3.5.2.3. Annex G is provided and duly completed, dated, and signed
 - 3.5.2.4. Bidders and Cat I&III Kit A offered are eligible according to section 2.4.
- GDF/IDA may reject any Bids that do not comply with the requirements listed in section 3.5.2.
- 3.5.3. Bids for Cat I&III Kit A that are rejected during the screening of the Technical Bids will not be considered for evaluation. Consequently, the corresponding Financial Bids will not be opened during the public opening of Financial Bids.

3.6. Public opening of Financial Bids

- 3.6.1. GDF/IDA will organize a public opening of the Financial Bids for Bidders at IDA Foundation's office in Mumbai at below address, at the date and time specified in section 1.4. IDA will ensure remote connection via internet if requested by Bidder/s 3 working days prior to the public opening.

IDA TRADING FOUNDATION PVT. LTD.
floor-6, plot-122, mistry bhavan,
dinshaw wachha road,
churchgate,
Mumbai - 400020
landmark - next to HR college

- 3.6.2. Representatives of the United Nations, non-governmental organizations and donor organizations may send an email request to participate in the Financial Bid opening to the contacts listed in section 1.5.
- 3.6.3. Bidders should note that the public opening of Financial Bids is the only occasion on which information related to competitors' pricing per product will be publicly announced.

3.7. Minor informalities, errors, or omissions

- 3.7.1. Provided that a Bid is substantially compliant, GDF/IDA may waive any minor informalities, errors, or omissions in the Bid, if they are a matter of form and not substance and can be corrected or waived without being prejudicial to other Bidders.

3.7.2. Provided that a Bid is substantially compliant, GDF/IDA may ask the Bidder to submit the necessary information or documentation within a reasonable period of time in order to rectify minor informalities, errors or omissions in the Bid.

3.8. Evaluation of Technical and Financial Bids

3.8.1. A Bid Evaluation Committee will carry out the evaluation and assignment of scores according to the evaluation criteria for the Technical and Financial Bids. This Committee will consist of at least three members, with at least one representative from IDA and two representatives from GDF. The Committee will convene at the scheduled time stated in section 1.4. Additional independent parties may be invited to observe the evaluation process under a strict confidentiality agreement with GDF/IDA.

3.8.2. Evaluation will be conducted based on the cumulative analysis of the Technical and Financial Bids, with a weighting of 40% for the Technical Bid and 60% for the Financial Bid.

3.8.3. The total maximum number of points Bidders may receive for their Bid is as follows:

- ✓ Technical Bid: 40 points
- ✓ Financial Bid: 60 points

3.8.4. The evaluation criteria and scoring methodology used to determine the total number of points that Bidders may receive for their Technical and Financial Bids are as follows:

FINANCIAL EVALUATION CRITERION (Maximum 60 points)	Scoring methodology
Price per basic unit (tablet, vial...) (lowest) *	<p>The maximum number of points (60) will be allocated to the supplier with the lowest price offered for the product. Prices offered from other Bidders will receive points in reverse proportion according to the following formula: Points for the Financial Bid being evaluated = $\frac{[\text{Maximum number of points for Financial Bid}] \times [\text{lowest price}]}{[\text{Price of Financial Bid being evaluated}]}$</p>
TECHNICAL EVALUATION CRITERIA (Maximum 40 points) The breakdown of the 40 points per criterion will be done per product and can vary per product based on the market situation	Scoring methodology
Past delivery lead time performance (highest) **	<p>For these 5 criteria, the maximum number of points will be allocated to the supplier with the highest result for the criterion being evaluated for the product. Other Bidders will receive points in reverse proportion according to the following formula: Points for the result of the criterion being evaluated = $\frac{[\text{Maximum number of points for the criterion}] \times [\text{Result for the Criterion being evaluated}]}{[\text{highest result for the criterion}]}$</p>
Total shelf life of product (highest) ***	
Number of product registrations in countries (highest)	
Supplier's responsiveness, collaboration, and communication score (highest) ****	
Production capacity (highest)	

Batch size (smallest)	<p>The maximum number of points will be allocated to the supplier with the smallest batch size for the product. Batch size offered from other Bidders for the same product will receive points in reverse proportion according to the following formula:</p> $\text{Points for the batch size being evaluated} = \frac{[\text{Maximum number of points for batch size}] \times [\text{smallest batch size}]}{[\text{Batch size being evaluated}]}$
1 Minimum Order Quantity (MOQ)	The maximum number of points will be allocated to suppliers who offer a MOQ of 1. Suppliers who offer a MOQ above 1 will get 0 point.

* Price per unit (tablet, vial) offered for the EXW INCOTERM.

** Past delivery lead time performance - Historical performance on delivery lead times (promised date of delivery versus actual date of delivery) will be used in the evaluation of performance in terms of delivery time. For this ITB, performance will be measured per order line, over the full period of validity of the last LTA of a duration of 12 months or more, including extensions, if any.

In cases where there is no supply history for a specific product/supplier, the following methodology will be used for assigning a performance score:

- ✓ If there is inadequate or non-existent product-specific history (i.e., the supplier has been part of the GDF/IDA activities but has not previously supplied the product in question), the average performance of the supplier across all other relevant products will be considered;
- ✓ If there is inadequate or non-existent supplier history (i.e., the supplier is new to the GDF/IDA activities or has not supplied any products during the evaluation period), a Supplier Performance Score will be assigned that reflects the average score of all eligible suppliers for that product.

*** Total shelf life of product: for products with a shelf life below 24 months, GDF/IDA reserves the right to not consider the product for evaluation.

**** Responsiveness, collaboration, and communication score

- ✓ Responsiveness
 - Timely feedback on Purchase Order Status Overview - Suppliers are requested to send the response on the order status (clear and complete) within 3 working days from the date of request.
 - Timely and complete and clear updates on delays - The delays should be communicated at least 7 days before the due date with clear explanation of the delays and mitigation plan, if any.
- ✓ Supplier's collaboration and communication
 - Supportiveness towards operational requests and measure the collaboration with low/medium and high categories.

3.8.5. The evaluation and scores assigned to each product offered by suppliers will be done based on the evaluation criteria and scoring methodology listed in section 3.8.4. to reach the scope of the ITB as described in section 2.

3.8.6. GDF/IDA will be under no obligation to reveal or discuss with any Bidder how the Technical and Financial Bids were assessed, or to provide any other information related to the selection process. GDF/IDA will only provide upon suppliers request the total points allocated between the Technical and Financial Bids, as stated in section 3.8.3, concerning their Bid only. Bidders whose Bids are not selected

will be notified in writing of this fact and shall have no claim whatsoever to any kind of compensation or justification.

- 3.8.7. The competitive range of the Bids quoted is considered to be within a maximum delta of +15% from the average price of all eligible products of the same Bid Item. Suppliers that quote a price per unit that falls outside of the competitive range may still be awarded LTAs, but with no market share allocation.
- 3.8.8. If it is the opinion of GDF/IDA that the prices offered by a supplier for particular product(s) are not reasonable, the supplier may be requested to provide proper justification for such increase along with substantiated evidence within 1–2 working days.
- 3.8.9. GDF/IDA expressly reserves the right without liability or penalty to any party to:
- a) Reject any or all Bids;
 - b) Invalidate any Bid received from a Bidder who, in the opinion of GDF/IDA, is not in a position to perform the contract;
 - c) Accept part of a Bid;

3.9. Bid adjudication and market share allocation

- 3.9.1. The Bid adjudication will be carried out by a Bid Adjudication Committee. This Committee will consist of at least two members, with a least one representative from IDA and one representative from GDF. The Committee will convene at the scheduled time stated in section 1.4. Additional independent parties may be invited to observe the adjudication process under a strict confidentiality agreement with GDF/IDA.
- 3.9.2. The Bid Adjudication Committee will make its final decision based on the Bid evaluation outcomes presented by the Bid Evaluation Committee. The Bid Adjudication Committee will operate by consensus. If consensus cannot be reached, GDF’s representative will decide the outcome.
- 3.9.3. Although GDF/IDA will make multiple awards for commonly used products² in order to maintain enough suppliers in the market to ensure a sustainable and secure supply of quality-assured products to its clients, there is no guarantee that all eligible Bidders will be considered for market share allocation.
- 3.9.4. Market share allocation:
- 3.9.4.1. For commonly used products, market share allocation is indicative, based on a primary/secondary/tertiary and auxiliary supplier status as per the outcomes of the ITB; it is implemented per product based on the estimated total quantity to be purchased over the contract period (see Annex H), as follows:
 - a. 100% for primary/sole suppliers
 - b. 60%/40% for primary/secondary suppliers
 - c. 50%/30%/20% for primary/secondary/tertiary suppliers
 - d. 0% for auxiliary suppliers.
 - 3.9.4.2. For non-commonly used products³ for which more than one (1) supplier will be awarded, no market share allocation will be granted to awarded suppliers. Allocation of quantities to be purchased per supplier will be done case by case depending on the supplier's lead time availability of the product against the requested delivery date from the clients and clients’ preferences, including but not limited to packaging and shelf life.

² Commonly used products: medicines with more than 5 million basic units estimated as per Annex H of this ITB
³ Non-commonly used products: medicines with less than 5 million basic units estimated as per Annex H of this ITB

- 3.9.5. In order to improve supply security and only in the cases when GDF/IDA has less than 3 qualified suppliers for commonly used products, GDF/IDA reserves the right to allocate 10% of the total market share of the anticipated total quantity to be purchased over the contract period to “new” supplier. A “new” supplier is a market entrant having no past LTAs with IDA for supplying TB medicines. In this case, the market share allocation will be as follows:
- 90%/10% primary/new supplier
 - 54%/36%/10% for primary/secondary/new supplier
- In case more than one “new” supplier per product is eligible, the 10% of the total market share will be distributed among these suppliers.
- 3.9.6. For sole suppliers, GDF/IDA reserves the right to negotiate the price of the product offered irrespective of the ITB cycle.
- 3.9.7. While auxiliary suppliers will sign LTAs without market share allocation, they may receive POs based on specific country requests or as deemed otherwise necessary by GDF/IDA.
- 3.9.8. GDF/IDA’s principles for market share allocation are as follows:
- a. If there is no WHO PQP/SRA-approved product but only ERP-approved product(s), the ERP-approved product(s) will be considered for market share allocation.
 - b. When there are at least two WHO PQP/SRA-approved products, ERP-approved product(s) will not be considered for market share allocation, except in cases where the production capacity of the WHO PQP/SRA-approved products is insufficient to cover the estimated quantities in the necessary timeframe.
 - c. In other cases, including but not limited to the case where only one WHO PQP/SRA-approved product is available and there are ERP-approved product(s), the market share allocation, if applicable, between WHO PQP/SRA and ERP-approved products will be at the sole discretion of the Bid Adjudication Committee.
 - d. When a product has been offered in a different package size than requested, the supplier may be awarded auxiliary supplier status without market share allocation; however, the supplier may receive POs based on specific country requests.
- 3.9.9. IDA on behalf of GDF will award LTAs based on the requirements as stated in this ITB document and the market share allocation (where applicable) resulting from the ITB. However, GDF/IDA reserves the right – at no cost to GDF/IDA – to adjust or cancel the orders placed and/or market share allocation for product(s) awarded to suppliers over the valid period of the LTA, and/or to suspend or terminate the LTA and reallocate quantities to other contracted suppliers at its sole discretion for any of the following reasons:
- a) The supplier’s inability to deliver against agreed lead times for any reason, including a force majeure event;
 - b) The lapse of necessary regulatory approval or certification;
 - c) The occurrence of any unforeseen event because of which the GDF/IDA determines a tangible risk that the supply or price continuity cannot be maintained;
 - d) The supplier’s failure to meet performance standards (including but not limited to compliance with actual lead times, responsiveness, production capacity, importation requirements, registration status). IDA will assess supplier performance quarterly. If a supplier is underperforming, GDF/IDA may issue an order for only a limited quantity until satisfactory performance can be established;
 - e) A change in the WHO-recommended treatment regimens, the enactment of which will materially impact the demand profile for the supplied products during the LTA period;
 - f) Failure in quality of the manufactured products or failure in quality of one or more of its components (API, excipients). In this case, even orders already produced can be cancelled;
 - g) The supplier’s uncured material breach(es) of the LTA or violation of the IDA code of conduct;
 - h) Client preferences, including but not limited to packaging and shelf life.

3.10. Notification of awards to Bidders

- 3.10.1. IDA will notify all qualified Bidders in writing of the outcomes of the ITB prior to the expiration of the period of Bid validity and at the scheduled time stated in section 1.4.
- 3.10.2. If a correction in the awards is required, this will be communicated to all awardees.
- 3.10.3. The awards of this ITB will supersede the awards of the previous ITBs for identical products, and new LTAs will be issued accordingly.

3.11. Requests for Clarifications or Complaints after ITB awarding

- 3.11.1. After the outcomes of the ITB have been communicated to Bidders, the Bidder has the right to file a Request for Clarification or to file a Formal Complaint on the outcomes of the ITB. If a correction in the awards is published at a later stage, a shortened deadline for Request for Clarification or Formal Complaint may be announced by GDF/IDA.
- 3.11.2. The Request for Clarification or the Formal Complaint should be sent only to the contacts listed in section 1.5 and should be filed within three (3) working days after the notification of the outcomes of the ITB being communicated.
- 3.11.3. Only **Annex K - Form for Requests for Clarifications or Complaints after ITB awarding** with one option clearly selected shall be used for the submission of either a Request for Clarification, or a Formal Complaint.
- 3.11.4. If the Bidder files a Request for Clarification within the deadline as per section 3.11.2, IDA shall, on behalf of GDF, provide a written response to the Bidder within three (3) working days after the submission deadline for the Request for Clarification.
- 3.11.5. If the Bidder files a Formal Complaint within the deadline as per section 3.11.2, GDF/IDA will establish a Complaint Review Committee. This Complaint Review Committee will be comprised of independent representatives from both GDF and IDA who were not members of the Bid Evaluation or Adjudication Committees. If required, the Complaint Review Committee may also include representatives from other agencies or external independent experts.
- 3.11.6. The Complaint Review Committee will review the complaint and provide its decision to the Bidder within five (5) working days of receiving the Formal Complaint. The decision of the Complaint Review Committee is final, and the Complaint Review Committee will be under no obligation to reveal the details of the review. If deemed necessary, GDF/IDA will modify the ITB awards in line with the decision of the Complaint Review Committee.
- 3.11.7. Formal Complaints must only be filed by Bidders. Complaints filed by third parties will not be considered.

3.12. Bidder warranties

- 3.12.1. If successful, the Bidder warrants that:
- a. All TB medicines and related products offered are identical in all aspects of manufacturing and quality to that approved by WHO PQP and/or the relevant SRA and/or the ERP. This includes, but is not limited to, the following:
 - I. FPP formulation and specifications;
 - II. Method and site of manufacture;

- III. Sources and specifications of active and excipient starting ingredients;
 - IV. Materials and specifications of the packaging (primary, secondary, pack size, label and package insert);
 - V. Shelf life and storage conditions;
 - VI. Product information;
- b. It has the personnel, experience, qualifications, facilities, financial resources and all other skills and resources to perform its obligations under the LTA or PO;
 - c. The products supplied shall be new, factory packed, and conform to the specifications offered;
 - d. The products shall be free from defects in workmanship and materials;
 - e. The products shall be contained or packaged to ensure the integrity of the product and to fully comply with valid regulatory approvals;
 - f. It has not and shall not enter into any agreement or arrangement that restrains or restricts GDF/IDA's or the ultimate recipient's rights to use, sell, dispose of or otherwise deal with any item that may be acquired through any resulting LTA or PO;
 - g. The Bidder and any of its affiliates shall minimize greenhouse gas emissions in their activities to the extent possible;
 - h. It shall obtain any export license or other governmental authorization that may be necessary. It will be the sole responsibility of the Bidder to obtain such license or authorization. GDF/IDA may assist upon request;
 - i. It will register its products including payment of the cost of registration in the countries for which it has received orders and where this registration is mandatory.

3.12.2. The successful Bidders acknowledge that:

- a. GDF/IDA may further distribute the products supplied to its clients;
- b. The benefit of any warranties provided and liabilities entered with IDA shall be passed on by IDA to its clients.