

Ref.: IS 24-07
Date: 24/Jun/2024

Invitation to BID

1. Purpose:

The American University of Beirut Medical Center invites proposals to bid for the following:

PATIENT ORAL CARE PRODUCTS
As per attached specs- (2 YEARS BID)

2. Proposal Requirement:

- Prices shall be quoted in US \$ delivered to AUB inclusive of all expenses (unless otherwise specified in your proposal).
- Prices should be quoted net of any discounts or allowances and exclusive of VAT.
- All proposal documents must be signed by an authorized representative of the supplier, each page must be initialed, and the final page must be signed and dated.
- Samples should be available for immediate delivery upon request. Not complying with this request will subject the supplier for disqualification.
- Documentations and Certificates should be submitted maximum after one week from the bid deadline. Not complying with this request will subject the supplier for disqualification.
- Suppliers willing to bid should mention the following schedules in their proposals:
 - a. Delivery schedule of the total quantity in the bid.
 - b. Payment schedule with reference to point 5 in this bid form (page 2).
- Quotations related to above bid must be submitted in the following manner:
 - a. Technical Specs and related brochures.
 - b. Soft Copy of the proposed prices and financial proposal.

3. Submission Deadline Date and Venue:

Proposals must be submitted on or before: **Monday – July 15th, 2024**, from 8:00 a.m. till 01:00 p.m. **via email ONLY to the following address:**

American University of Beirut – Medical Center
Medical Bids
medbids@aub.edu.lb

Please do not copy anyone else.

No bids are accepted after the above-mentioned date, in the event that AUB offices are officially closed on the date the proposals are due, the deadline for submission shall be automatically extended until the next business day.

All Proposals shall be submitted carrying:

- a. Bid Reference
- b. Company name

N.B: Bids submitted by fax or email erroneously sent directly to Procurement department will not be considered or even acknowledged.





4. Apology:

In case the requested items are not available, or you do not want to participate in this bid, you are kindly.

requested to respond by submitting a written apology indicating the reason and the bid reference number or you can send an apology by e-mail.

5. Payment term: **FRESH USD BANK TRANSFER (Account inside or outside Lebanon).**

6. Insufficient Data:

It is the responsibility of the person submitting the proposal to ensure the completeness of the information submitted. Failure to do so may result in the elimination of the proposal from consideration.

7. Costs

The university will not be liable for any costs incurred by Suppliers for developing the proposal, performing presentations or demonstrations, and any other expenses incurred by the Suppliers before the award and contract signature.

8. Disclosure

Supplier represents and certifies that the offer has not been knowingly disclosed directly or indirectly to any competitor or AUB staff or other supplier before the opening of proposals by AUB. Supplier represents and certifies that the financial terms have been established independently without consultation, communication, or agreement for the purpose of restricting competition or any matter relating to such prices with any competitor or other supplier. Supplier represents and certifies that no attempt has been made to induce any other company or person to submit or not to submit a proposal in response to this RFP for the purpose of restricting competition.

9. Proposal award policy

The University reserves the right to reject any or all proposals and to award this tender in whole or in part to the supplier or suppliers that, in its opinion, offers the most advantageous combination of cost, quality, service and other factors which in its sole discretion are deemed important to the University.

AUBMC may accept or reject any or all bids and shall not be required to provide justification for any such selection or rejection. AUBMC may also cancel this invitation to bid at any stage, whether before or after the selection of the successful bidder (but prior to signature of the contract) without having to provide any justification and without incurring any liability whatsoever as a result thereof.

10. Validity

Proposals submitted shall be valid for at least 6 Months from the date of submission. Proposals will be treated as final and binding offers and may not be amended or withdrawn.





AUBMC Procurement DEPARTMENT
دائرة المشتريات

11. Results

Bidders can check the bid's status and results by visiting the below web link:
http://www.aubmc.org/patientcare/adm_ser/Pages/Purchasing-BidRfp.aspx

Mohammad Walid Halwani
Deputy Director of Procurement, AUBMC

20/6/2024

PRODUCT REQUIRED SPECS
Patient Oral Care Products (59028, 59029, 68020)
April 2024

General Specifications

- **Packaging and Labeling:**
 - Product Identification Name
 - Unique product reference number with barcode technology
 - Manufacturer Lot/ Batch Number
 - Sterilization Method
 - Expiry date
 - Quantity per package

- **Documents:**
 - Previous recalls history with related resolutions if applicable
 - Product Specifications and Technical Sheets
 - User manual/brochure
 - Supporting evidence and research is preferable

Item Specifications

- **Product Description**
 - Three patient oral care products needed:
 - Toothbrush with suction port
 - Oral Swab with suction port
 - Oral swab without suction port
 - These items allow brushing the teeth and swabbing of mouth, helping in removal of debris, bacteria, and fluid from the mouth of the patients who are unable to swallow or have difficulty swallowing and expectorating

- **Features and Volume**

Item ID	Item Description	Features Needed	2 years consumption
59028	Toothbrush with Suction	<ul style="list-style-type: none">- Toothbrush combined with a suction port- Gentle bristles- Disposable- Latex-free sponge attached to the back of the toothbrush- Individually wrapped	16400 each



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59029	Oral Swab with Suction	<ul style="list-style-type: none">- Oral swab combined with a suction port- Latex-free gentle sponge- Disposable- Individually wrapped	29000 each
68020	Oral Swab without Suction	<ul style="list-style-type: none">- Oral swab- Latex-free gentle sponge- Disposable- Individually wrapped	45400 each



AUBMC PROCUREMENT DEPARTMENT 2024

BID IS 24-07 Patient Oral Care Products

AUBMC ITEMID	2 Years consumption	ITEM DESCRIPTION	ISS UNIT	Price \$	Brand	stock availability	Lead time	Payment term	REQUESTED SAMPLES FOR EVALUATION
59028	16,400	TOOTH BRUSH DISPOSABLE WITH SUCTION	Each						100
59029	29,000	ORAL SWAB WITH SUCTION	Each						100
68020	45,400	ORAL SWAB WITHOUT SUCTION	Each						200

PLEASE SEND YOUR ITEM BROCHURE-MSDS -STUDIES AND CERTIFICATES -CE and /or FDA (AS A SOFT COPY)

Kindly abide by the below :

- 1- Do not send a proposal written or filled by hand .
- 2-to mention currency .
- 3-to mention packaging
- 4-to mention the brand
- 5- samples should be ready upon request
- 6- to mention the leadtime for delivery clearly on your proposal.
- 7-Please fill and stamp this form only.
- 8- please mention your available quantity to deliver .