



REQUEST FOR QUOTATION

***Purchasing of Training Aids and Practicing Tools for
Lactation Counselor Training Program
Baby Friendly Hospital Initiative***

AMMAN - JORDAN

DATE: May 2022

Dear Supplier,

The **Health Care Accreditation Council (HCAC)** invites local firms to participate in this competitive solicitation for the supply and delivery of (**Training Aids and Practicing Tools**) for ***Lactation Counselor Training Program*** conducted under ***Baby Friendly Hospital Initiative/ UNICEF***.

The Health Care Accreditation Council (HCAC) is a not-for-profit organization based in Jordan, established to drive the continuous improvement of the quality and safety of health care facilities, services and programs, and foster patient-centered care through developing internationally accepted standards, capacity building and awarding accreditation in partnership with local and regional stakeholders.

The BFHI project's goal is to improve breastfeeding practices in Jordan and to assist hospitals in implementing the ten steps to successful breastfeeding. The BFHI aims to give mothers and babies a good start when it comes to breastfeeding by increasing the likelihood that babies will be breastfed exclusively for the first six months and then offering appropriate complementary foods while breastfeeding continues for two years or longer. As a result, the hospital, mother, baby, and country all benefit from increased cost effectiveness.

1. Description of Equipment or Material to be Purchased:

<i>Item</i>	<i>Qty</i>	<i>Description</i>
Breastfeeding Medical training baby Manikin	4	Baby Doll or manikin suitable for practicing breastfeeding various positions latching and attachments correctly
Breast model clothes	4	Clothes medical breast model used in demonstration and health education for mothers and other healthcare providers with breast anatomy
Nipple shields (each size) (S, M; L)	1 each size	Medical device for preventing pain during breastfeeding and sore nipple
Manual breast pump (each)	2	
Mini Electrical breast pump (each)	2	
Feeding Cups	2	
Spoon (tea spoon)	5	Spoons used for feeding babies
Baby Bellies	2	Illustrations of changes of baby stomach size by age from day one to one week of age
Colostrum: The Gold Standard Display Module	2	
Silicone Nipple Ruler	2	Helping mothers determining optimal breast shield size

Nipple former (Flat or inverted)	5	Medical device for correcting flat or inverted nipple condition before breastfeeding
Nipple softener	2	
Breastfeeding Pillow	2	Pillow helping mothers to position baby during breastfeeding
Privacy Breastfeeding cover / scarf	2	Special cloths / scarf to help mothers covering their breasts while feeding their babies

2. Delivery of Materials

Vendors must provide comprehensive delivery costs and timelines – in calendar days – for the proposed material listed above. The timeline should begin from full execution of the purchase order and end with materials delivered to Healthcare Accreditation Council. The office space is located at Abdullah Ghosheh Street- Al Ra'faa Building No: 58- Second Floor

3. Warranty

Vendors must specify the duration and scope of warranty. included in their quotation (If applicable).

4. Requirements

Prospective vendors are required to submit the following information in the Quotation:

1. Be typed, legible, and on the company's letterhead with the company's contact name and address.
2. Include detailed information on the quality of materials proposed.
3. Contain detailed costs using Table 1: Price Schedule (included below), in JOD, with any applicable charges clearly identified, provided against each of the categories of items described.
4. Include a firm timeline in calendar days for availability of the materials described in this RFQ. In the event of delays beyond the firm delivery timeline provided, HCAC may apply a financial penalty to be deducted from the final payment.
5. A contact name, email address, and telephone number to facilitate communication between HCAC and the prospective vendor.

5. Application

Your submission of the quotation must be received through email no later than 5 pm Amman local time on 22th of May 2022, sent to the attention of the following:

aelian@hcac.com.jo

6. General Terms and Conditions

1. HCAC will only consider Quotations from responsible vendors for award.
2. Collusion is strictly prohibited. Collusion is defined as an agreement or compact, written or oral, between two or more parties with the goal of limiting fair and open competition by deceiving, misleading, or defrauding a third party.
3. Prices quoted must be valid for sixty (60) days.
4. Unit prices are required and in the case of discrepancies between unit price and total price, the unit price will be taken as reference basis in the evaluation.
5. If a government, its agents, or agencies, have an ownership or managerial interest in the company, the prospective contractor must indicate this when submitting its offer. Failure to do so will result in the prospective vendor's offer being removed from consideration.
6. Partial quotes are allowed. HCAC will award to One and/or more than one supplier.
7. All commodities offered in response to this RFP must be new; no used or refurbished commodities will be accepted.
8. Customs clearance, if needed, shall be done by the supplier.

7. Evaluation of Offers:

1. An award will be made to the bidder which is determined to be the best value and responsive to the RFQ terms.
2. An evaluation committee will be designated to review each quotation or offer.
3. HCAC will be the sole judge of the proposals submitted under this RFQ.
4. HCAC reserves the right to accept or reject any or all offers, and to cancel the tender process and reject any or all offers for any reason at any time prior to award of the purchase order, without thereby incurring any liability to the affected bidder or bidders.
5. During the evaluation, the bidder may be requested to supply additional information in writing concerning content and/or to clarify points in their responses.
6. The bidder shall bear all costs associated with the preparation and submission of its proposal, and the Purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

8. Table 1: Price Schedule

Participating vendors must provide the following information, per the specifications detailed above under "Description of Equipment and Materials".

Item No.	Description of Equipment and Materials	Quantity	Delivery Time	Unit Cost JOD	Total JOD
9.					
10.					
11.					
12.					
13.					
	Delivery Cost (If Applicable)				
	Warranty/After-Sale Service Cost (If Applicable)				
	Applicable Taxes				

	Total (JOD)	
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