ANNEX A – CRITERIA FRAMEWORK

RFQ No: **04-015-PZU-2025**

PRINTING OF EPI FORMS AND OTHER SUPPLIES

**ELIGIBILITY CRITERIA - (Mandatory)**

1. **Legal business certificate:** The IMC works with legally registered vendors only; bidders must submit a valid legal business certification at bid submission.
2. **Late submission:** Bids received later than the closing date will be disqualified.
3. **Country of Business Operation:** Bidders must submit a legal business certificate registered in Sudan; a business certificate in any other country will not be considered in this bidding process.
4. **Physical Printing Press in Sudan:** Only bidders with a printing press in Sudan will be considered for technical evaluation. Bidders are required to provide the address of their printing press for a physical visit.

**TECHNICAL CRITERIA (Mandatory)**

1. **Item Samples:** Physical samples of items must be submitted for technical evaluation. Samples will be requested from qualifying vendors during the stage of the bid evaluation process. Bidders are required to be able to submit samples within one to two weeks of the request date. Bidders will be required to submit these physical samples to the Federal Ministry of Health in Port Sudan for vetting and evaluation, and receive a letter confirming the quality of submitted samples. Only bidders who submit the letter will be considered for financial evaluation.

**Scoring:**

This is a pass-or-fail evaluation. Samples will be requested at the stage of the bid evaluation and must be submitted no later than 2 weeks after the request.

1. **Delivery time after PO is signed**: IMC considers an ideal lead time of 3 weeks to 4 weeks after the PO is signed. Please state the best delivery time in your offer.

**FINANCIAL**

1. **Selection method:** The award will be partially or in full to offers meeting the technical requirements. By this, the award will be given to the bidder(s) offering the Lowest Price Technically Acceptable.
2. **Payment terms:** Payment after delivery is the standard International Medical Corps condition. This is not a pass-or-fail evaluation, but preference will be given to bidders who accept payment after delivery.
3. **Currency of transaction:** The IMC considers this printing work as a locally sourced service in Sudan; therefore, bidding and payment of the awarded vendor will be made in Sudanese Pounds Only.