

Please provide information against each requirement.
Additional rows can be inserted for all questions as necessary.

About this Bidder Response Document:

The questions in this BRD will be used to evaluate your suitability to supply the product/service/work you are bidding for. The BRD scoring matrix and evaluation criteria can be found in the RFP document and will be used to evaluate your responses, therefore kindly provide detailed answers to allow a fair and accurate assessment of your bid. Please give your answers directly in the document, preferably typed in.

PRIVACY NOTICE

Malaria Consortium is committed to ensuring your privacy is maintained by protecting your personal information and being transparent about what information we hold and how we process this. Developing a better understanding of our suppliers through their personal data allows us to provide them with information about our work that is specific to their interests and communicate more effectively and efficiently. Malaria Consortium fully complies with all applicable data protection laws, including the UK General Data Protection Regulation (UK GDPR) and the EU General Data Protection Regulation (EU GDPR). We ensure that we use your information in accordance with all applicable local laws and regulations concerning the protection of personal information and the fundraising code of practice. The purpose of this notice is to give you a clear explanation of how Malaria Consortium uses the personal information you provide to us and that we collect.

This notice explains:

- What information Malaria Consortium may collect about you.
- How we will use that information.
- Whether we disclose your details to any third parties.
- Your rights regarding the information you provide to us.
- How long we will retain your information.

For more information, visit our website to read our full privacy notice https://www.malariaconsortium.org/page/who_we_are/privacy-notice.htm. Alternatively, you may contact us at our office address below:

The Green House, 244-254 Cambridge Heath Road, London, E2 9DA, United Kingdom

If you have any queries about this privacy notice, please contact us by email: dpo@malariaconsortium.org

Section 1 - Bidder's Experience

1. Please outline the company's experience in delivering the required products. This should include demonstrated experience with the delivery in the past, any value-added services.

Section 2 - Bidder's Company Information

2. General information

Company name:	
Number of years in Operation in the Country of incorporation:	
Registered name of company (if different):	
Any other trading names of company:	
Primary Contact Name:	Job title:
Phone:	Email:
Website:	

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Principal Address:		Registered Address:		Payment Address:	
Company Registration number		Date of registration:			
VAT/Tax registration number:		Annual Turnover (add currency):			
Names of Company Directors:					
Name of any Parent company:					
Location of Registered Office of the Parent Company:					
Legal relationship with Parent Company:					

3. Have any of the company representatives or the company been involved in any company that has:

a) Been liquidated?	Yes/No
b) Gone into receivership?	Yes/No
c) Been subject to a winding up order?	Yes/No
d) Failed to pay taxes?	Yes/No
e) Failed to pay social security contributions?	Yes/No
f) Declared personally bankrupt or insolvent?	Yes/No
g) Convicted of a criminal offence relevant to their business or profession?	Yes/No
h) Convicted of fraud, corruption, bribery, money laundering, embezzlement	Yes/No
i) Been guilty of serious misrepresentation in providing any information required of you under the Laws and Regulations of your country?	Yes/No

4. Have you been convicted on any material litigation or other legal proceedings (civil or criminal) connected with any project against your company, its parent company in the last three years?

Yes/No Comment:

5. Is your business registered with a trade or professional register(s)?

Yes/No If yes, please give any details:
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6. Please provide the following details for at least 3 client references which Malaria Consortium can contact (preferably Organisations with similar profiles / requirements).

Name of client 1		Length of Contract		Monetary value of contract:	
Contact Name		Phone Number		Email address	

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Outline of goods / services supplied:

Name of client 2		Length of Contract		Monetary value of contract:	
Contact Name		Phone Number		Email address	
Outline of goods / services supplied:					

Name of client 3		Length of Contract		Monetary value of contract:	
Contact Name		Phone Number		Email address	
Outline of goods / services supplied:					

Please note that client organisations listed here will serve as your Referees. If any of the information supplied is deemed false following reference checks, your response to this RFP will be disqualified.

7. Does your organisation pay taxes in the country of residence (VAT, income tax, corporation tax, national insurance)?

Yes/No Comment:

8. Please outline any major changes (e.g. mergers, acquisitions, partnerships) planned in your organisation over the next two years):

Comment:

Section 3 – Governance

Governance encompasses the system by which an organisation is controlled and operates, and the mechanisms by which it, and its people, are held to account (Ethics, risk management, compliance and administration)

9. Do you operate the following policies within your company? **If yes, please provide a copy with your bid.**

Policies and Procedures	Yes / No	Comments (if a dedicated policy doesn't exist, indicate if the policy / procedure area is covered under another document, or the willingness to comply with those of Malaria Consortium)
Code of Conduct		

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Whistleblowing procedure		
Human Resources policy & procedures on Remuneration, Staff Development, Job Performance Appraisal		
Conflicts of Interests procedure		
Fraud & Bribery Policy		
Equality & Diversity Policy		
Quality Management Policy		
Data Protection Policy		
Health & Safety Policy		
Safeguarding Policy and Protection from Sexual Exploitation, Abuse and Harassment PSEAH Policy / Provision		
Recruitment Policy		
Procurement policy		
<i>(Bidders are welcome to include any other relevant policy and procedure documents)</i>		

10. Data Protection: How does your organisation manage the storage and processing of confidential information?

Comment:

11. Data Protection: Will your organisation or any third-party be processing or storing personal data?

Comment:

At Malaria Consortium, we define safeguarding as ‘the combination of policies and actions undertaken to protect children and adults in vulnerable circumstances by mitigating risks, responding to and referring cases, to ensure no harm as a result of association with the organisation.’ For more information, please refer to the policy attached to the RFP document.

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12. Do you have a named, designated person(s) in the organisation responsible for any issues relating to safeguarding?

Yes/No

Comment:

13. Do you ensure all personnel know where to access information on safeguarding and who to contact for advice and guidance? Do you also ensure all personnel receive Safeguarding training?

Yes/No

Comment:

14. Please describe what the organisation has in place to address bullying, harassment and sexual exploitation, abuse, harassment.

Comment:

15. Will you be subcontracting any activities in order to supply Malaria Consortium?

Yes ☐ No ☐

If yes, give details of relevant subcontractors and what operations they would carry out:

Subcontractor	Location	Operation

16. What operations would these suppliers carry out on your behalf?

Comment:

17. How does your organisation carry out due diligence for on boarding suppliers (Please describe vetting process)?

Comment:

18. Technical Requirement and Specification

- a) Amodiaquine (as hydrochloride) 67.5 mg + Artesunate 25 mg tablets, 3 tablets/blister, 25 blisters/pack
- b) Amodiaquine (as hydrochloride) 135 mg + Artesunate 50 mg tablets, 3 tablets/blister, 25 blisters/pack
- c) Amodiaquine (as hydrochloride) 270 mg + Artesunate 100 mg tablets, 3 tablets/blister, 25 blisters/pack
- d) Examination gloves, nitrile, powdered non-sterile, single-use, 100 gloves/pack (50 pairs) [XL and M]
- e) Paracetamol 500 mg tablets, [10 tablets/blister], 10 blisters/pack.
- f) Malaria RDT, WHO-prequalified malaria RDT, single-use, complete test kit, 25 tests/pack.

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Section 4 – Break down on the required quantity

S/No	Item description	Quantity	Unit	Unit price \$	Total Price \$
1	Amod 67.5mg+Arte 25mg tab/3/PAC-pkt of 25 blisters	1100	Pkts		
2	Amod 135mg+Arte 50mg tab/3/PAC-pkt of 25 blisters	1000	Pkts		
3	Amod 270mg+Arte 100mg tab/3/PAC-25-pkt of 25 blisters	64	Pkts		
4	Powdered examination gloves (Pkt of 50 pairs)	1208	Pkts		
5	Paracetamol 500mg tabs in 10 blisters per pkt	1015	Pkts		
6	RDTs Pkts of 25 kits	858	Pkts		

Section 5 – Declarations by the Bidder:

Section 5a – Policy compliance

We, the Bidder, hereby confirm compliance with:

- Malaria Consortium Terms and Conditions of Purchase
- Malaria Consortium's Safeguarding policy
- Malaria Consortium's Anti-Fraud and Anti-Corruption policy
- Malaria Consortium's Anti-Bribery Policy

Note: The terms and conditions and policies can be found at the end of the RFP document.

We also confirm that Malaria Consortium may in its consideration of our offer, and subsequently, rely on the information provided in this document and have the right to arrange a site visit and any audit if deemed necessary. I confirm that I am authorised to represent the above-detailed company and to enter into business commitments on its behalf.

Section 5b – Declaration of Interest

On behalf of the above-named company, I hereby declare the following:

1. No prior employment or engagement with Malaria Consortium

Please provide information against each requirement.
Additional rows can be inserted for all questions as necessary.

Neither I, nor any owner, director, or key employee of this company, has been employed by or engaged with Malaria Consortium in any capacity within the past 3 years.

Disclosure (if any):

Comment:

2. No close relationship with Malaria Consortium staff

Neither I, nor any owner, director, or key employee of this company, has any family, personal, or financial relationship with any staff member, board member, or representative of Malaria Consortium.

Disclosure (if any):

Comment:

3. No Conflict of Interest

We confirm that there is no actual, potential, or perceived conflict of interest in relation to this bid/proposal/quotation. We commit to promptly informing Malaria Consortium of any change in circumstances relevant to this Declaration occurring during the bidding process or contract period, if awarded.

Disclosure (if any):

Comment:

4. No vested interest or undue influence

We affirm that we have not offered, given, or promised any gift, payment, or other inducement to any staff member or representative of Malaria Consortium to secure favourable consideration of this bid/proposal/quotation.

Disclosure (if any):

Comment:

5. Independence of submission

This bid/proposal/quotation has been prepared independently and without consultation, communication, or agreement with any competitor, except where such disclosure is legally required.

Disclosure (if any):

Comment:

6. Disclosure of Business Affiliations

We have disclosed any affiliations, partnerships, or subcontracting arrangements relevant to this submission.

Disclosure (if any):

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Comment:

7. Disclosure of Political Affiliations

We confirm that none of the directors, owners, or key personnel of the company currently hold or have held any political position that could pose a conflict of interest, unless disclosed below.

Disclosure (if any):

Comment:

8. Sanctions and debarment

We confirm that neither our company nor its principals are listed on any national and international sanctions or debarment lists (e.g., UN, World Bank, EU, OFAC).

Disclosure (if any):

Comment:

9. Accuracy of information

We confirm that all information provided in this submission is true, complete, and accurate to the best of our knowledge. We understand that any misrepresentation or failure to disclose material information may result in disqualification from the bidding process, termination of any resultant contract, and potential legal consequences.

Disclosure (if any):

Comment:

Authorised signatory

Name:

Title / Position:

Signature:

Date: