

To: **All Economic Operators**

Date: 15th February 2023

## **New templates for Urgent ‘Accelerated Process’ Calls for Quotations and Calls for Tenders for the procurement of Medicinal Products and Medical Devices**

Kindly be informed that as from this week, templates for urgent ‘Accelerated Process’ calls for the procurement of **Medicines** and **Medical Materials and Devices** are being introduced. These templates include revised conditions following discussions with the Chamber of Commerce (COC).

The minimum publication period for these calls is fifteen (15) calendar days for Departmental Tenders and seven (7) days for Calls for Quotations.

Following please find the main changes in these templates:

- **Delivery period in Article 13 (Special Conditions)**

The delivery period will be two (2) weeks from date of Confirmation of Order and supplies are to be delivered as a one-time delivery. No staggered orders and/or deliveries on a pay-per-uses basis will be allowed for these types of calls.

- **Requested Quantity**

Bidders will be requested to quote for the full quantity stipulated in the call, which needs to be delivered as a one-time delivery.

To avoid as much as possible cancellation of a call when no offers for the full quantity are received, a clause has been included to allow award with reduced quantities. Only when **NO** offers for the full requested quantity are received, will it be possible to consider an offer for part of the quantity.

The following clause has been added to Clause 1.1 of Section 3:

*“The requested quantity is to be delivered in one order. In case there is only one technically and financially compliant bid, the Contracting Authority reserves the right to still consider the offer even if it is not for the total requested quantity, so as to ensure stock availability.*

*CPSU will consider offers for a quantity which is less than that requested only in the eventuality that no other technically compliant offers are submitted offering the full quantity requested, irrespective of the price.”*

A new column was also added in the Financial Bid Form. This has to be filled-in only by bidders not offering the full requested quantity.

Quantity (based on estimated consumption for this tender)  IN UNITS	Quantity Offered* (This column should only be filled in if the economic operator cannot supply the full amount requested.)  IN UNITS	Quantity per Pack	Price Per Pack including Taxes/Charges, other Duties & Discounts but Exclusive of VAT (Delivered Duty Paid - DDP)  €	Total including Taxes/Charges, other Duties & Discounts but Exclusive of VAT (Delivered Duty Paid - DDP)  €

*\* Quantity offered - This row should only be filled in if the economic operator cannot supply the full amount requested. This will not be considered if there are other compliant offers offering the full amount requested, irrespective of the price.*

Should you have any queries regarding these updates, you are kindly asked to contact us on [info.cpsu@gov.mt](mailto:info.cpsu@gov.mt)

Thanks in advance for your kind co-operation.

CPSU