

**RFP – 027-6103/2020**  
**CPSU 3742/2020**

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**Request for Participation (Negotiated) for the Outsourcing of Swabbing Centres for Rapid Antigen Point-of-Care Testing**

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**1. Introduction**

The Central Procurement and Supplies Unit (CPSU) within the Ministry for Health (MFH) wishes to identify economic operators interested in providing Swabbing and testing Services to carry out Rapid Antigen Point-of-Care (POC) Tests for a period of three (3) months renewable for a further period of three (3) months. The provision of this service is to commence within 5 days from award.

**2. Terms of Reference**

Service Provider is to provide Rapid Antigen POC Tests and Swabbing Services in the Northern District of the Island as per NUTS classification (Annex A) through a drive-in system of patients referred through the Health Authorities in terms of the following specifications:

- To operate 7am to 7pm Monday to Sunday
- All HR to be provided by supplier
- PPE and all materials required to be provided by supplier
- Swabs will be provided by Ministry for Health
- Testing kits to be provided by the Ministry for Health
- Swabbing needs to be carried out by trained healthcare workers under the supervision of a healthcare professional
- Supplier to provide training to swabbers
- Supplier is to carry out analysis of the rapid antigen POC test. The healthcare worker carrying out this function can be different from the one doing the swabbing
- Supplier is to administer the test in accordance with manufacturer's instructions and standards as determined by the Health Authorities
- Health Authorities will provide training on the analysis of rapid tests
- Supplier is to notify patient of his/her test result according to instructions given by Health Authorities
- Supplier to recall patients that get a positive result to return to the swabbing centre for a PCR test on the same day. PCR test swab will be sent for processing at the MDH laboratory.
- Supplier to notify Health Authorities of all test results (positive and negative) on a daily basis (Total swabs and tests, total Not Detected, total Detected)

- Transportation of swabs to the laboratory for confirmatory PCR test (see below) to be provided by supplier at end of day
- Supplier to provide syringe and transport appropriacies for PCR swabs
- Supplier needs to have a licence to operate as a hospital
- Supplier needs to have a set-up to link to the IT systems of the health authorities
- Supplier to perform registration of patients to be swabbed in accordance with protocols
- Appointments for rapid antigen POC test are generated by health authorities
- Health authorities reserve the right to inspect and audit the system

#### Other Conditions

- Contract will be awarded to the cheapest acceptable offer.
- The Ministry for Health reserves the right to use the contract when the need arises and according to the exigencies of the service.
- The Contracting Authority reserves the right to refuse any or all of the offers, including the most advantageous.

### **3. Instructions to interested parties**

Requests for participation shall at least include the following information:

- Full name of the Service Provider and any company/individuals forming part of it;
- Address of Service Provider and any company/individuals forming part of it;
- Full name and address of contact person;
- Contact Telephone Number/Mobile Number with country code;
- E-mail Address;
- VAT number;

Submissions must be provided in Word, Excel, pdf or jpg formats. No links are to be provided for Technical Specifications. These should be attached with the offer. Other formats will NOT be considered.

Please note that ALL submissions/documentation must include the Reference number. In cases where this information is not included the Contracting Authority reserves the right NOT to consider the submission.

### **4. Submissions**

Requests for Participation should ONLY be submitted through [negotiation.cpsu@gov.mt](mailto:negotiation.cpsu@gov.mt) by **1500hrs on Friday 30th October 2020**. Submissions submitted through other emails will not be considered.

## **5. SPECIAL CONDITIONS**

These conditions amplify and supplement, if necessary, the General Conditions (Clause 9 below) governing the contract. Unless the Special Conditions provide otherwise, those General Conditions remain fully applicable. The numbering of the Articles of the Special Conditions is not consecutive but follows the numbering of the Articles of the General Conditions. Other Special Conditions should be indicated afterwards.

### **Article 2: Notices and Written Communications**

- 2.2 Any written communication relating to this contract must be sent by post, e-mail, or by hand to:

Contracting Authority:  
Central Procurement and Supplies Unit  
UB002, Industrial Estate  
San Gwann SGN 3000  
Malta

Email: [negotiation.cpsu@gov.mt](mailto:negotiation.cpsu@gov.mt)

Contact details will be provided by the Contracting Authority on signing of contract. All official communications shall be performed through traceable means.

### **Article 5: Supply of Information**

- 5.1 As per General Conditions.

### **Article 6: Assistance with Local Regulations**

- 6.1 As per General Conditions.

### **Article 7: Obligations of the Contractor**

As per general conditions. Performance guarantee not applicable

### **Article 13: Medical, Insurance and Security Arrangements**

- 13.3 As per general conditions

### **Article 14: Intellectual and Industrial Property Rights**

- 14.3 Not applicable

### **Article 15: Scope of the Services**

- 15.1 The scope of the services is defined in the Terms of Reference.

### **Article 16: Personnel and Equipment**

16.3 As per General Conditions.

### **Article 18: Execution of the Contract**

18.1 This contract is to commence within five (5) days from award.

### **Article 19: Delays in Execution**

19.2 As per General Conditions.

### **Article 20: Amendment of the Contract**

20.5 Modifications to the contract shall be up to a maximum of 50% of the awarded contract value. The prerogative to order such modifications shall vest in the Contracting Authority and if not used the Contractor shall have no claim against the Contracting Authority.

### **Article 24: Interim and Final Progress Reports**

24.1 Not applicable.

### **Article 26: Payments and Interest on Late Payment**

26.1 This is a fee-based contract.

The service provider shall submit an invoice each month indicating the procedures carried out. The invoices presented shall be subject to certification by the Contracting Authority. Payment will be made to the service provider by the Contracting Authority within sixty (60) days after certification of any invoice presented.

26.2 Payments are to be effected within a maximum of sixty (60) days, failing which the provisions of the Late Payments Directive will come into effect.

### **Article 27: Pre-Financing Guarantee**

27.2 Not applicable.

### **Article 28: Audit Certificate**

28.4 As per General Conditions.

## **6. General Conditions of Contract**

The full set of General Conditions for Services Contracts (Version 2.3) can be viewed/downloaded from the 'Resources Section' at: [www.etenders.gov.mt](http://www.etenders.gov.mt)

It is hereby construed that the tenderers have availed themselves of these general conditions, and have read and accepted in full and without reservation the conditions outlined therein, and are therefore waiving any standard terms and conditions which they may have.

These general conditions will form an integral part of the contract that will be signed with the successful tenderer/s.

**ANNEX A**

**MT REPUBLIC OF MALTA**

**MT0 REPUBLIC OF MALTA**

**MT01 MALTA Island**

**MT011 SOUTHERN HARBOUR DISTRICT**

MT01101 VALETTA (CITTA UMISSIMA)  
MT01103 BIRGU (CITTA VITTORIOSA)  
MT01104 ISLA (CITTA INVICTA)  
MT01105 BORMLA (CITTA COSPICUA)  
MT01108 ZABBAR  
MT01117 FGURA  
MT01118 FLORIANA  
MT01129 KALKARA  
MT01133 LUQA  
MT01134 MARSALA  
MT01145 PAOLA  
MT01157 SANTA LUCIJA  
MT01162 TARXIEN  
MT01165 XGHAJRA

**MT012 NORTHERN HARBOUR DISTRICT**

MT01206 QORMI  
MT01214 BIKIRKARA  
MT01221 GZIRA  
MT01227 HAMRUN  
MT01241 MSIDA  
MT01246 PEMBROKE  
MT01247 PIETA  
MT01252 SAN GILJAN  
MT01253 SAN GWANN  
MT01258 SANTA VENERA  
MT01259 SLIEMA  
MT01260 SWIEQI  
MT01261 TA'XBIEX

**MT013 SOUTH EASTERN DISTRICT**

MT01310 ZEJTUN  
MT01315 BIRZEBBUGA  
MT01320 GUDJA  
MT01326 GHAXAQ  
MT01331 KIRKOP  
MT01335 MARSASKALA  
MT01336 MARSAXLOKK  
MT01340 MQABBA  
MT01349 QRENDI  
MT01351 SAFI  
MT01367 ZURRIEQ

**MT014 WESTERN DISTRICT**

MT01402 MDINA  
MT01407 ZEBBUG (MALTA)  
MT01409 SIGGIEWI  
MT01412 ATTARD  
MT01413 BALZAN  
MT01416 DINGLI  
MT01428 IKLIN  
MT01432 LIJA  
MT01450 RABAT (MALTA)  
MT01468 MTARFA

**MT015 NORTHERN DISTRICT**

MT01524 GHARGHUR  
MT01537 MELLIEHA  
MT01538 MGARR  
MT01539 MOSTA  
MT01544 NAXXAR  
MT01555 SAN PAWL IL BAHAR

**MT02 GOZO AND COMINO**

**MT026 GOZO AND COMINO**

MT02611 RABAT (GOZO)  
MT02619 FONTANA  
MT02622 GHAJNSIELEM AND COMINO  
MT02623 GHARB  
MT02625 GHASRI  
MT02630 KERCEM  
MT02642 MUNXAR  
MT02643 NADUR  
MT02648 QALA  
MT02654 SAN LAWRENZ  
MT02656 SANNAT  
MT02663 XAGHRA  
MT02664 XEWKIJA  
MT02666 ZEBBUG (GOZO)