

**Tender Reference: UHS/ENG/TENDER/0010/2023**

**04.04.2023**

**Tender Expiry Date: 13.04.2023**

**Description: Out Patient Pharmacy renovation**

**Dear Valued Vendors**

The Hospital Management has decided to invite vendors for a Tender. You, as a vendor are requested to participate in the tender process by submitting your offer for one or more of the items described in attached document.

The Tenderer should comply with the following terms & conditions:

1. The Specification of the proposed product should be clear, informative & include Brand, Origin, Unit of Measure, Qty and Delivery Period.
2. The price quoted is turnkey project or as mentioned in the technical requirement listed below (specified in the attached document) to **University Hospital Sharjah**.
3. The financial offer should be on you company letter head containing authorized signatory and may please be sent to the attention of Director of Finance and Administration, **University Hospital Sharjah, PO Box 72772, Sharjah in a sealed document**.
4. All deliveries should be made for ordered quantity in full to our Main Warehouse, located in the Hospital vicinity or as specified on the Purchase Order/ Contract.
5. As a part of the Tender document, the Vendors are requested to provide their valid Trade License, Name and Designation of the Managing Director/General Manager/Sr. Manager who has authority to bind their company for business relationship. Also is required the authorization letter/Agency certificate providing the confirmation that the vendor is legalized to supply the items on behalf of the manufacturer/principal company.
6. Standard payment terms are 90 days from the date of completion of delivery of all the items ordered or as specifically agreed in writing by the Materials Management Department of the University Hospital Sharjah.
7. Any delays or short supply or non-conformance may result in the termination of Purchase contract and/or imposition of penalty for delayed supplies as per the discretion of the Hospital Management.
8. The proposed items should be evaluated & approved by our Hospital Technical team before confirmation. Once the agreement is signed off, the supplies will have to correspond to the same quality, specification and source as originally agreed and any deviations will be considered as non-compliance with agreed terms.
9. The brand/manufacturer mentioned should be maintained during the Purchase contract period.
10. Any defective products should immediately be replaced with new ones or rectified, as and when notified within a maximum period of one month of date of notification.

11. University Hospital Sharjah will be constantly evaluating the compliance of Contracted Terms and consistency in supplies and progress of work throughout the duration of the project. Should Vendors not be meeting the requirements of University Hospital Sharjah, we reserve the right to cancel the contract if the vendor not able to rectify during the time allotted by the customer representative.
  12. Purchase Contact details (landline, mobile, emails) of the responsible person/s should be mentioned.
  13. **Tenders should be submitted in two sealed envelope and submitted to Administration Office Finance Department- UHS:**
    - a. **The Technical Specification details (PLEASE DO NOT INDICATE ANY FINANCIAL VALUE IN THIS).** If requested for additional clarifications and details these needs to be submitted to University Hospital Sharjah- (**Materials Management Department**).
      - i. The technical offer should conform to the Indicative specification as per attachment.
      - ii. Technical offer (hard copy and soft copy).
      - iii. Reference project where similar work was performed.
    - b. **The Financial Offer** address to Director of Finance and Administration, University Hospital Sharjah with **tender reference**.
- All above document should be submitted before the tender expiry date, all documents submitted after the expiry date will not be accepted.
14. University Hospital Sharjah reserves the right to accept / reject the tenders without assigning any reason thereof.
  15. Tender will be awarded project wise as per the Purchase contract.
  16. Quality, Price, after sale services are combined parameters for tender evaluation.

For University Hospital Sharjah

Materials Department

# Request for Proposal for Renovation of OP Pharmacy

## 1. REQUEST FOR PROPOSAL

---

The University Hospital Sharjah (UHS) herewith invites proposals from interested service providers to submit responses to this Request for Proposal (RFP) for the:

- Renovation of OP pharmacy

## 2. PURPOSE

---

The purpose of this Request for Proposal (RFP) is to provide broad details relevant to the services required and is not intended to provide a detailed overview of every action required.

UHS is currently planning for renovation of OP pharmacy with 10 Counters and Waiting area.

The purpose of this RFP is to:

- (a) Select a competent Proponent who has sufficient experience in Modification, Renovation, supplying, installing, training and supporting the solution deployment that satisfies requirements equivalent to the UHS's requirements;

The RFP contains sufficient information and instructions to enable qualified bidders to prepare and submit proposals and supporting material. To be considered responsive, vendors must submit a complete bid that satisfies all requirements as stated in this RFP.

## 3. PROJECT BACKGROUND

---

Current OP pharmacy has 6 no's counters with Facility area attached Current architectural layout for reference.

UHS is planning to Expand and renovate OP pharmacy with 10 counters, more waiting area with Adequate Facilities update to latest technology and to avail the functionalities for fulfilling UHS current requirements.

### 3.1. Project Scope

The Proposed Expansion Project/ solution must meet the technical & functional requirements delineated in this RFP.

- Designing.
- Demolition Works where ever Required.
- Civil works.
- MEP Works.
- Drawings as per the new revised system.
- Commissioning, documentation and handover.

Designs and works Proposed Must comply with SEWA, Civil Defense, and MOH Guidelines.  
Proposal Should be submitted after having site survey and comparison with the current As built.

### 3.2. Requirements.

The proposed solution(s) must meet the Technical & Functional requirements and design objectives  
These features will be part of the scope of work.

- Modification/decoration of Current OP pharmacy.
- All MEP (Electrical, Fire Fighting, Fire Alarm, Medical gas and HVAC etc.) works Should be Included in Proposals.
- Design and deploy complete system components.
- Should provide complete implementation & design documents.

### 3.3. Specifications.

#### **Flooring:**

- Medical Grade Supervisor (similar or better to existing flooring at UHS). Technical data sheet and samples to be submitted.
- Removing of existing flooring & levelling with self-levelling screed 2-3mm for complete area.
- Vinyl flooring shall be without gap to the floor & should be joined with skirting & terminated point will be with a cap.
- During MEP builder works if any Marble required to be considered with current.

#### **Partition Works**

- Supply and installation of 100mm thick wall with 12.5mm thick double layer fire rated gypsum board(Knauf) on both side of stud and track frame works 12.5mm.
- The partition shoulder be with corner B. As per international standard / UAE standard.

- Frosted & Tempered Glass
- Supply and installation of 10mm thick tempered glass with etching design pattern and using SS profile all around, glass joints to be filled.
- Inside gypsum work to be filled by rock wood for sound proof insulation.

#### **Wall Finishes**

- Antibacterial Prevent: prepare & application of antibacterial paint for the existing and proposed walls up to false ceiling height.

#### **Joinery Works:**

- Manufacturing drawings needs approval of engineering department.
- All joinery Works should be veneer finish matching with current/existing Environment.
- All joinery to be applied with termite, water splash proactive coats.
- All cash counter 1 to 10 should have provision for Cash collection drawers and Normal.
- Design and submittals of proposed product to be submitted.
- Inspection & testing of quality of material used will be facilitated before furnishing & installation.
- Storage counter and cabinets should be made of Trespa

#### **Doors:**

- Framing will be of solid wood door shutters combination of solid wood.
- Finishing Vinyl/MDF/Laminate (medical type)
- Manufacturer Designs/drawings specification needs to be approved by Eng. Dept.
- Ceiling works

#### **Painting works:**

- Anti-Fungus/Anti-bacterial painting to be done for entire ceiling area.
- Supply and installation of gypsum cove including painting in the reception area.

#### **MEP:**

- Type of Electrical works, socket and switches should be via brand and of same type used in hospital.
- All wires will be concealed and conduct pipes and the wiring for electrical and network cable will be commensurate with the existing or better than hospital standard.
- The wires will be numbered and identified from both sides to ensure proper connectivity.

#### **Plumbing:**

- Water taps will be chrome plated with sensor-controlled operations.
- All toilet connectivity should be as per hospital standard.

#### **Current control drug room (narcotic storage room):**

- Existing wall tiles to be removed. vendor should consider the following works plaster, gypsum finish and painting.
- Flooring screed to be removed, water proofing, and vinyl to be installed.

**Loose furniture:**

- Vendor should include All loose furniture presented in design draing.
- All furniture should be Anti- Bacterial and antifungal. Easy to clean.
- Design samples and Picture to be submitted.

#### **4. Testing and Commissioning**

All the systems installed should be Tested and commissioned by certified/authorized Company's manufacturers.

#### **5. INSTRUCTIONS TO CONTRACTORS**

---

- Refer to current and proposed Drawings attached.
- Vendor should submit 3D layout of Proposed design with there suitable products.
- Vendor should submit all technical specification and submittals and samples of the proposed product.
- All proposed Materials and works should comply with MOH regulations.
- Proposal Should be submitted after having site survey and comparison with the current As built.
- Site visits only from 09: 00 AM to 04:00 PM 05 & 6<sup>th</sup> April 2023.
- Contractor must have a worked Previously in hospitals Evidence Should be provided Copy of contract or PO.
- Note: Proposals submitted without these documents will not be considered.
- Contractor must address all information specified by this RFP.
- It is mandatory for the Contractor to provide item-vised and with sub-total prices in Commercial Proposal.
- Technical and Financial proposals should be submitted to Director of Finance Office in separated shield envelops.
- Partial proposals will not be considered/accepted.
- It is mandatory for the Contractor to submit End-of-Sale, End-Of-Support, and End-Of-Life for each individual hardware component - Proof documents from the manufacturer to be attached with the proposal.
- Contractor should provide reference sites where each components/module of your proposed solution has been installed. UHS may contact these users to obtain any information on the solution and implementation. contractors will co-ordinate with the reference sites and arrange the visit on request from UHS if required.
- Contractor should discuss the final technical proposal with the technical team before submission.
- Proposal should include ongoing warranty, support.

