

TENDER CONDITIONS V.1.00 JUNE 2011

1. Tender Offers shall be valid and binding on the Tenderer for at least three (3) months, calculated from the day following the expiration date for tender submission. Participants do not need to submit a tender guarantee with their tender.
2. All tender offers should include, besides the manufacturer's brochures, a detailed summary of the technical details with clear evidence of compliance with the technical requirements summarized in table 1.
3. In the event that the Tenderer is aware of any deviations from the specified requirements, he is obliged to make a clear note of the deviation in his tender offer. In such a case, the Center may accept the offer, and the Tenderer, if awarded the tender, will not be held responsible to fulfil those requirements.
4. The Tenderer's financial offer shall contain the total offer itemized and denominated in Euro. The prices offered must be inclusive of the delivery cost and any other expenses such as duties and taxes payable, but should exclude VAT. The Financial Offer shall be signed by the Tenderer or his Legal Representative.
5. The cost of any trial testing, user training and warranty should be included in the price of the equipment offered by the Tenderer.
6. If requested by the Center, the Tenderer should provide an objective operating cost for the equipment or assay expressed in cost per sample or parameter tested. The analysis should include all direct and indirect cost in material even if those are not specified in the tender documents.
7. If requested by the Center, a consumables price list (valid for 3 years) for any supplies needed for the operation of the equipment or method must be included in the financial offer of the Tenderer.
8. For Closed Tenders the tender documents must be submitted in duplicate in two separate envelopes clearly marked with the date, title and reference number of the tender call and the identity of the sender.
9. The Center reserves the right to cancel the tender procedure or reject any tender at any stage of the procedure. If the procedure for award of the Contract is cancelled for any reason, the Contracting Authority shall inform the Tenderers of the reason of such a decision.
10. The Center reserves the right to negotiate with the Tenderers in order to achieve the most advantageous offer for the Center.
11. The tender shall be awarded to the Tenderer who shall submit the most economically or otherwise advantageous offer for the Center. Once the written acceptance letter is received by the Tenderer, the tender conditions, table of technical requirements and the Tenderer's Technical and Financial offer shall constitute a binding contract between the Center and the Tenderer (hereafter called Contractor).
12. The products must be delivered to the Center within four (4) weeks after receipt of a written purchase order, unless a different delivery time is stated (table 1). The delivery time may be extended after a written request by the Contractor prior to its expiry, in cases where very serious reasons impede the timely delivery of the products.
13. The Center will issue a payment in EUROS by bank transfer or by check, against an original invoice,

within 30 days after acceptance of the product.

14. The Center reserves the right to reject a product or piece of equipment or issue a conditional acceptance, until all requirements based on the technical requirements and technical specifications of the tender offer are met. No payment will be made until a final acceptance is issued by the Center.
15. The Contractor may be declared in default by the Center if the contractual delivery time is expiring and a request for its extension has not been submitted in a timely manner, or if the time extended as above has expired and the Contractor has not delivered the product.
16. In the event of a rejection, the Center will state the reasons for such a decision in writing and may request a replacement product. If the Contractor does not replace the rejected product within the set deadline, and provided that the contractual time has expired, the Contractor shall be declared in default.
17. In the event of a delay for which the Contractor is responsible, a Penalty for Delay shall be imposed equal to one per cent of the order value of the product, for every week of delay. Any penalties imposed by the Center in accordance with the above shall be withheld from the next payment to the Contractor.
18. In the event that the contractor fails to deliver the products in good working condition or fails to fulfil all the technical requirements for more than ten weeks from the date of the written purchase order, he shall be declared in default.
19. The Center reserves the right to exclude a Contractor from future tenders calls if found in default.

Delivery Address

The Center for the Study of Haematological Malignancies
Karaiskakio Foundation Building
Kalamon Ave, by Nicosia General Hospital
Tel: +35722772700

Delivery Hours: 08:00-16:00

Contact Details

For any questions related to the present tender procedure, you may contact Mrs Efi Avgoustinou at email address purchasing@cybmdr.org or by fax at +357-22772888.

TENDER SUBMISSION FORM

To: The Center for the Study of Haematological Malignancies

Subject: *Tender for the supply of*

Tender reference no.:

1. After careful examination of the Tender Conditions and the Center's technical or other requirements, we, the undersigned undertake to commence, execute and complete the Contract in accordance with the Tender Conditions, and our attached Technical and Financial Offer.
2. We agree that our present Offer is binding and shall be valid for a period of time of three (3) months and that it may be accepted at any time prior to the expiry of this period.
3. Our present offer, together with the Tender Conditions, Table of Technical Requirements and your written acceptance, shall constitute a binding contract between us.

Tenderer Details

Name of Tenderer.....

Address.....

Tel:..... Fax:..... Email:.....

VAT Register No.(country of VAT Register).....

Name of signatory: ID Card / Passport No.....

Signature:..... Date:.....

