



State Trading Organization Plc,
STO Head Office Building,
Boduthakurufaanu Magu, Maafannu,
Male' 20345, Republic of Maldives.

Information Sheet for Purchase of Medical Consumables and Pharmaceuticals

State Trading Organization Plc., (STO) invites to submit offers from suppliers for the following:

1. Supplier Registration:	<ul style="list-style-type: none">Suppliers must submit the "Supplier registration form" on or before submitting the bid and once the suppliers have been registered, the upcoming bids will be informed to all the registered suppliers via email provided.
2. Purchase Requirement:	<ul style="list-style-type: none">All the purchase requirements would be uploaded with product details and bid submission form to www.stomaldives.com.
3. Applicable Standards and regulations:	<ul style="list-style-type: none">Products must pass under the Maldivian Government standards (refer to www.health.gov.mv for details).Products must meet CE or BS standards
4. Product Shelf Life:	<ul style="list-style-type: none">Minimum 18 months; any product manufactured with less than 18 months product shelf life should have at least ¾ of its shelf life at the time of arrival.
5. Product Handling:	<ul style="list-style-type: none">Products shall be handled and stored by the manufacturer's specification and instructions.
6. Further Instructions:	<ul style="list-style-type: none">Bids submitted using the provided bid submission form will only be acceptedBids with incomplete information may be rejected.All required product details must be filled under the appropriate column headings in the bid submission form.Any difference/alternative in descriptions should be mentioned separately in the remarks column.Prices are to be quoted on the basis of C&F to Male'.The supplier must deliver the consumables/pharmaceuticals as per the delivery schedule provided by STOBidders may quote for any given product or products. However, preference will be given to most complete bids.In the event STO wishes to verify quality of specific products, the supplier shall provide samples within 3~5 days of the request made by STO.
7. Supplier Information:	<ul style="list-style-type: none">Supplier profile must be submitted together with:<ul style="list-style-type: none">- Copy of Company Registration Certificate- Supplier Registration Form- Details of recently won local and international tenders with reference- Supporting documents for any dealership/agencyship/distributorships acquired
8. Deadlines:	<ul style="list-style-type: none">Deadlines for the bids would be provided in the bid submission form. The information regarding the deadlines would also be circulated to all the registered suppliers. Bids must be submitted on or before the given deadline. Bids submitted after the deadline will not be accepted.
9. General Information:	<ul style="list-style-type: none">Bid Submission Form, Supplier Registration Form and related documents can be downloaded from www.stomaldives.comPreferred mode of communication is via email: medicals@stomaldives.netMode of bid submission is via email: medicals@stomaldives.net
10. Offer Rejection Criteria:	<ul style="list-style-type: none">The offer shall conform to the specifications and terms and condition in the bid submission form and the information sheet available at www.stomaldives.com Offers that do not conform to the required descriptions and main criteria may be rejected.

11. Evaluation Criteria:

- The offers will be evaluated against the following criteria:
 - Price;
 - Quality;
 - Delivery Period;
 - Preferred Payment Terms: DA 30~60 days from the date of BL;
 - Reputation of the supplier.
- Marks allocation:
 - 60% for price;
 - 40% for quality, completeness of bid, delivery period, payment terms and supplier reputation.

STO will conduct this process with optimum level of transparency and best practices to ensure fairness among suppliers and maximum benefit for the Company. The evaluation is based on the following general principles:

- 1) STO will only deal with competent and eligible suppliers as per the criteria stated;
- 2) Evaluation will be done item wise;
- 3) STO has the right to vary quantities up to 10~15% of total tender at the time of order confirmation;
- 4) Generally evaluation may start upon receipt of three responsive offers.

For enquires please contact:

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