

**TERMS OF REFERENCE**

**IB NO. 2023-06-07 (28)**

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**Delivery Period:**

30 calendar days from receipt of the Notice to Proceed. Furthermore, the delivery schedule is being specified in the Purchase Order or Contract.

Upon delivery, the contractor/supplier is responsible for unloading and stockpiling at the Hospital Warehouse.

Delivery during weekend and holidays are prohibited.

**Validity of the Contract:**

The contract is valid upon fully and completely delivered and acceptance of the Procuring Entity including Repeat Order.

**Administration and Monitoring:**

The Pharmacy is responsible to do the monitoring and consumption and shall be coordinated with Material Management Section (MMS). The Pharmacy shall inform the MMS with the consumption of the drugs and medicines and the MMS shall notify the contractor for its delivery.

**Expiration**

In the event that expiration falls on the unacceptable date, the Procuring Entity has the right not to accept the goods unless a Guarantee Letter will be provided by the Contractor to pull out and replace the items that are expired. Expiration 24 months from the date of delivery.

**ADDITIONAL PROVISION:**

- STOCK PILING: SUPPLIER SHALL PROVIDE PALLET FOR STOCKPILING
- SAMPLING: THE SUPPLIER SHALL SHOULD THE EXPENSES TO BE INCURRED TO THE FDA (FEES ON ANALYSIS)
- SUPPLIER IS RESPONSIBEL FOR UNLOADING AND STOCKPILING AT THE HOSPITAL WAREHOUSE
- DELIVERY DURING WEEKENDS AND HOLIDAYS ARE PROHIBITED
- TEMPERATURE: TEMPERATURE MONITORING SHALL NOT EXCEED 30 DEGREES CELSIUS
- VENTILATION: TRANSPORT TRUCK MUST WELL VENTILATED. IF FOUND NOT VENTILATED, THE PE SHALL NOT ACCEPT THE ITEMS BEING DELIVER
- If there is still no delivery beyond the delivery term, the Contractor is responsible for paying any drugs and medicines that the procuring entity has purchased.