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5 March 2020

Dear Service Provider

REQUEST FOR PROPOSALS – SUPPLY OF REGIONAL VACCINE STORAGE AND DISTRIBUTION SERVICES

PHARMAC invites proposals for the supply of regional vaccine storage and distribution services to PHARMAC.

This request for proposals (**RFP**) letter incorporates the following schedules:

- Schedule 1 specifies the services for which PHARMAC is requesting proposals and sets out the background to the RFP;
- Schedule 2 describes the process that PHARMAC expects to follow in relation to the RFP; and
- Schedule 3 specifies the information you need to include with your proposal.

Four appendices include further information in relation to this RFP as follows:

- Appendix 1 - Service specifications
- Appendix 2 - Market information and pack size data
- Appendix 3 - Budget templates for proposal
- Appendix 4 – Draft services agreement

If you wish to submit a proposal, please submit it to PHARMAC via the Government Electronic Tender Service (GETS) (www.gets.govt.nz) no later than **5.00 p.m. on Wednesday 1 April 2020**

If you have any questions about this RFP, please post these on GETS.

We look forward to receiving your proposal.

Yours sincerely



Lisa Williams

Director of Operations

Schedule 1: Description of services and background to RFP

1. Description of services

PHARMAC is interested in considering any proposal from service providers to provide regional cold chain storage and distribution services ("Services") for funded vaccines and tuberculin PPD tests in New Zealand.

The Services will contribute to the overall goal of reducing preventable diseases through the maintenance of an appropriate vaccine storage and distribution system, to maximise the potency of vaccine used in the national immunisation programme for the vaccination of eligible patients.

Vaccine storage and distribution services are currently provided at a national level and a regional level by two separate organisations.

This RFP seeks proposals for the regional storage and distribution services only.

A summary of services we are seeking proposals for is provided below and is stated in the service specifications stated in Appendix 1

- Store all funded vaccines used in New Zealand (excluding the seasonal influenza vaccine) and also tuberculin PPD (Mantoux tests) – with storage capacity for a minimum of 6 weeks' stock holding for each vaccine at all times.
- Distribute stock to authorised immunisation providers upon receipt of an order.
- Receive and organise destruction of vaccine waste.

Note, funded vaccines (excepting the seasonal influenza vaccine) are currently delivered through the distribution chain at no cost to the immunisation provider, so debtor and creditor activities related to vaccines are not currently included in the Services required.

PHARMAC may require you to provide debtor and creditor services at a future time.

Pre-requisite requirements for service provider

Service providers must meet the following requirements in order to submit a proposal:

- Have a valid medicine Licence to Sell by Wholesale.
- Ability to provide a national vaccine storage and distribution system in accordance with WHO/EPI ([World Health Organisation/ Expanded Programme on Immunisation](#)) and the [New Zealand Code of Good Manufacturing and Warehousing Practice for Manufacture and Distribution of Therapeutic Goods](#).
- Maintain vaccines under cold chain conditions at all times and adhere to the National Guidelines for Vaccine Storage and Distribution. <https://www.health.govt.nz/system/files/documents/publications/national-standards-for-vaccine-storage-and-transportation-for-immunisation-providers-sep19.pdf>

- Participate in the National Cold Chain Audit (NCCA) (as required).

Please refer to Appendix 1 for details of the services and Appendix 4 for the draft services agreement template which PHARMAC would expect to enter into with the successful service provider. The draft services agreement template has been provided in order to assist you in the planning of your proposal.

PHARMAC reserves the right to amend any part of the draft services agreement template and any resulting agreement before and during negotiations, having regard to probity principles.

Please note that the Ministry of Health manages the audit and compliance of service providers involved in the storage and distribution of vaccines in New Zealand, including cold chain compliance. Therefore, working with the Ministry of Health and its agents to maintain quality standards is expected.

The funded vaccines and tuberculin PPD tests that will be listed from 1 July 2020 on the Pharmaceutical Schedule (except the seasonal influenza vaccine) are listed below. Further information can be found in Appendix 2, and stability notes can be found in the [Immunisation Handbook](#).

Vaccine/Test	Brand
Bacillus Calmette Guerin	BCG
Diphtheria and Tetanus	ADT Booster [*]
Diphtheria, Tetanus and Pertussis	Boostrix
Diphtheria, Tetanus, Pertussis and Polio	Infanrix IPV
Diphtheria, Tetanus, Pertussis, Polio, Hepatitis B and Haemophilus influenzae type B	Infanrix-hexa
Haemophilus influenzae type B	Hiberix
Hepatitis A	Havrix
Hepatitis A	Havrix Junior
Hepatitis B recombitant	Engerix-B
Human Papillomavirus	Gardasil 9
Measles, Mumps and Rubella	Priorix
Meningococcal A, C, Y and W-135	Menactra
Meningococcal C	Neisvac-C
Pneumococcal (PCV10)	Synflorix

Pneumococcal (PCV13)	Prevenar 13
Pneumococcal Polysaccharide (PPV23)	Pneumovax 23
Poliomyelitis	IPOL
Rotavirus	Rotarix
Varicella	Varilrix / Varivax
Varicella Zoster	Zostavax
Mantoux Test	Tubersol

*** Please note ADT Booster will be delisted from 1 October 2020, but volumes are anticipated to transfer to Boostrix**

2 Types of proposals sought

PHARMAC is willing to consider the following types of proposals:

- (i) proposals for the provision of Services described in this RFP, utilising single use vaccine cold chain packaging;
- (ii) proposals for the provision of Services described in this RFP, utilising reusable or recyclable vaccine cold chain packaging.
- (iii) proposals for the provision of Services described in this RFP, utilising both single use and reusable/recyclable vaccine cold chain packaging.

The term of any service agreement will be for a period of approximately four years with an option for PHARMAC to extend the initial period for an additional one year period. The service agreement is anticipated to commence on or after 1 July 2020.

3 Background to the RFP

The storage and distribution services for all funded vaccines (with the exception of influenza), in addition to tuberculin PPD (Mantoux tests) are currently provided by two separate organisations - a national storage and distribution service and a regional storage and distribution service.

The forecasting of future requirements and placement of orders is currently carried out by PHARMAC. A 24-month forecast of requirements is forwarded to vaccine suppliers and firm orders are placed with vaccine suppliers 6 months prior to delivery. These forward order schedules are also forwarded to the service provider of the national storage and distribution services

The national storage and distribution service provider currently provides the bulk storage of vaccines until they are ordered by the regional storage and distribution service. The national storage and distribution service provider also provides a quality control service, ensuring that vaccines are viable on receipt from vaccine suppliers.

The incumbent regional storage and distribution service supplier currently provides the Services through 6 branches spread across New Zealand. Vaccine stock is transferred to its branches from the national storage and distribution service provider and is stored and distributed to licenced immunisation providers on request. The incumbent service provider participates in the National Cold Chain Audit (NCCA) process (as required) which monitors adherence to cold chain practices between despatch from the regional stores and receipt by the immunisation provider.

Further details on the services currently provided can be found within the National Guidelines for Vaccine Storage and Transportation for Immunisation Providers 2017 <https://www.health.govt.nz/publication/national-standards-vaccine-storage-and-transportation-immunisation-providers-2017>

Schedule 2: RFP process

PHARMAC expects to follow the process set out below in the sequence indicated.

1. Submission

- (a) You may submit more than one proposal. Each proposal will be considered as a separate proposal.
- (b) All proposals must be submitted to **PHARMAC via the Government Electronic Tender Services (GETS)** no later than 5.00 p.m. (New Zealand time) on **Wednesday 1 April 2020**. Late proposals will only be considered at PHARMAC's discretion taking into account the need for fairness to other service providers and the integrity of the RFP process.
- (c) You cannot withdraw your proposal, once submitted, while the RFP process is continuing.
- (d) If you have any enquiries about this RFP, you should submit them via the Government Electronic Tender Service **GETS**.

2. Evaluation

- (a) Following the deadline for submitting proposals an Evaluation Committee comprising PHARMAC staff will evaluate each proposal to select its preferred proposal(s).
- (b) The Evaluation Committee will evaluate proposals in light of PHARMAC's statutory objective which is "to secure for eligible people in need of pharmaceuticals, the best health outcomes that are reasonably achievable from pharmaceutical treatment and from within the amount of funding provided". In doing so the Evaluation Committee will be guided by the Factors for Consideration (Factors) that form part of PHARMAC's then current Operating Policies and Procedures (OPPs), as published on PHARMAC's website (www.pharmac.govt.nz), to the extent applicable. More information on the Factors can be found at www.pharmac.health.nz/factors-for-consideration
- (c) The information to be taken into account in applying the Factors by the Evaluation Committee will be at its discretion, however it will include (in order of priority):
 - (i) description of method of the Services;
 - (ii) your organisation's activities/experience/credentials in delivering services of the type required;
 - (iii) price and budget information;
 - (iv) the additional information included in your proposal in the form set out in Schedule 3; and
 - (v) any other information that the Evaluation Committee considers to be relevant having regard to probity principles.

(d) Each proposal will be evaluated on the basis that the price offered, the expenditure entailed, and any other terms included in the proposal, are the best that the service provider is able to offer. If you do not put forward your best terms you risk having your proposal excluded at the evaluation stage.

(e) PHARMAC is not bound to select the lowest priced proposal or any proposal.

3 PHARMAC may request further information

(a) PHARMAC may request such further information as it considers necessary from or about you for the purposes of clarifying or evaluating your proposal.

(b) If PHARMAC requests further information from or about you, it is not obliged to request the same or any other information from or about any other party, provided that in PHARMAC's judgment this would not be unfair to any other party.

4. Negotiation

(a) PHARMAC may negotiate with the submitter(s) of one or more preferred proposals, in the latter case whether or not the acceptance of either supplier's proposal would exclude acceptance of the other proposal.

(b) Negotiations will proceed on the basis that the draft services agreement template set out in Appendix 4 will apply, which will be developed into a formal agreement.

(c) Given that PHARMAC expects your proposal to be the best you can offer, PHARMAC does not intend to initiate negotiation with you on price. However, PHARMAC does not exclude the possibility that the final price agreed will be different from the price put forward in your proposal, as a result of the impact that other negotiated terms may have on price.

(d) PHARMAC may negotiate and enter into a provisional agreement with a preferred service provider on whatever special terms, in addition to the draft services agreement template, PHARMAC considers appropriate.

(e) If PHARMAC and the service provider is unable to reach an agreement within what PHARMAC considers to be a reasonable time, PHARMAC may terminate those negotiations and negotiate with a different supplier(s).

5. Completion

(a) The provisional agreement will be considered by PHARMAC's Board (or by the Board's delegate acting under delegated authority) in accordance with the Factors in PHARMAC's then current OPPs.

(b) If the Board or its delegate does not approve the provisional agreement, then PHARMAC may initiate negotiations for an agreement with any other service provider(s).

(c) The RFP process will be complete once PHARMAC has notified service providers of either:

(i) the Board's or its delegate's decision to accept the provisional agreement; or

- (ii) the termination of the RFP process.

6. **Miscellaneous**

- (a) PHARMAC reserves the right, having regard to probity principles:
 - (i) to make such adjustments to the above RFP process as it considers appropriate, at any time during the process, provided that it notifies service providers affected by those changes;
 - (ii) to meet with any submitter of a proposal at their place of business to discuss their proposal and to gain an understanding of their work environment;
 - (iii) not to accept any proposal;
 - (iv) to seek clarification of any proposal;
 - (v) to enter into an agreement or arrangement that differs in material respects from that envisaged in this RFP letter;
 - (vi) to suspend this RFP process;
 - (vii) to terminate this RFP process at any time, by notifying service providers who submitted proposals, and, following termination, to negotiate with any service provider(s) on whatever terms PHARMAC thinks fit;
 - (viii) to re-advertise for proposals.
- (b) You must not initiate or engage in any communication with other service providers in relation to the RFP whether before or after submitting proposal(s), until such time as an agreement is accepted by PHARMAC's Board or its delegate.
- (c) You must not at any time initiate any communication with PHARMAC, the Ministry of Health (including its operating unit Medsafe), the Minister of Health (or any Associate Ministers) or DHBs or advisors to PHARMAC with a view to influencing the outcome of this RFP process.
- (d) You must pay your own costs for preparing and submitting your proposal.
- (e) Proposals are submitted in reliance on your own knowledge, skill, and independent advice, and not in reliance on any representations made by PHARMAC.
- (f) Your submission of a proposal will be taken as acceptance of the terms contained in this RFP letter. PHARMAC may exclude your proposal if you do not comply with any of the terms contained in this RFP letter.
- (g) This is an RFP and not a tender. Your proposal is not an offer capable of being converted into a contract for the supply of regional storage and distribution services by PHARMAC's apparent acceptance and instead a separate agreement needs to be negotiated.

- (h) PHARMAC is not liable in any way whatsoever for any direct or indirect loss (including loss of profit), damage or cost of any kind incurred by you or any other person in relation to this RFP.
- (i) PHARMAC will consider your proposal and information exchanged between us in any negotiations relating to your proposal, excluding information already in the public domain, to be confidential to us and our employees, legal advisors and other consultants, the Ministry of Health and DHBs (**Confidential Information**). However, you acknowledge that it may be necessary or appropriate for PHARMAC to release Confidential Information:
 - (i) pursuant to the Official Information Act 1982; or
 - (ii) in publicly notifying any approval by the PHARMAC Board of that agreement; or
 - (iii) otherwise pursuant to PHARMAC's public law or any other legal obligations.

PHARMAC may consult with you before deciding whether to disclose Confidential Information for the purposes described in sub-clauses (i) to (iii) above. You acknowledge, however, that it is for PHARMAC to decide, in its absolute discretion, whether it is necessary or appropriate to disclose information for any of the above purposes, provided that PHARMAC shall act in good faith in disclosing any Confidential Information.

7. **Anticipated timetable**

- (a) Following receipt of proposals, PHARMAC anticipates:
 - (i) the Evaluation Committee evaluating proposals in April 2020; and
 - (ii) negotiating with submitter(s) of one or more preferred proposals in April 2020;
 - (iii) A decision on the award of the service agreement in May 2020.

provided that the above time frames are only approximate and may be extended, without notice being required from PHARMAC, if any stages of the RFP process take longer than anticipated.

8. **Governing Law**

This RFP is governed by New Zealand law, and the New Zealand courts have exclusive jurisdiction in all matters relating to this RFP

Schedule 3: Information to be included in the proposal

1. Organisation Details

Identify and describe your organisation as follows:

- Legal name of your organisation (and including any trading name).
- Name and position of your contract person and their contact details.
- Your organisation's activities/experience/credentials in delivering services of the type required.
- The dimensions of the organisation (e.g. size, location, turnover, management, staff, financial size/status/stability).
- Name(s) and credentials of the person(s) you propose will provide the services
- The hours of operation for your organisation.
- Names and contact points for two or more referees PHARMAC may approach.

2. Details of Proposal(s)

- *Description of Method of the Services* – Describe how you intend to approach and provide the services outlined in Schedule 1 and Appendix 1, using the vaccine distribution volumes in Appendix 2 including:
 - An outline of the phases and timeframes for establishing the services, including a transition plan (if applicable);
 - The proposed arrangements and procedures/process for delivering the services;
 - How the services would be positioned and supported within your organisational structure.
- *Resources and personnel* – Identify the resources and personnel that will be applied/engaged to deliver the services. Identify and include details about the person who will assume overall responsibility for delivery of the services (Key Account Manager).

3. Financial

- *Price* – Specify your total price for delivering the services. We anticipate that the proposal would comprise fixed costs i.e. set monthly payment covering management costs, and activity costs i.e. costs per actual deliveries made per month. **All prices must be GST exclusive.** Refer to Appendix 2 for indicative volumes (vaccine doses and orders).
- *Budget* – Set out your budgeted breakdown of the services. Note that the more detail you provide in your budget, the more we will be able to establish the value provided by your proposal. Use the templates provided in Appendix 3 and include details where applicable such as:
 - Establishment and/or one-off costs.
 - Direct expenses (this might include items such as personnel, travel, facilities, resources).

- Indirect expenses (this might include items such as administration, accommodation, overheads).

4. Other items that need to be included in your proposal(s)

- Settings:** you should describe the various licences and consents held, your facilities/buildings, plant and equipment, hours of operation and subcontracting relationships.
- Vaccine storage, temperature control and monitoring.** The proposal should describe the total capacity of cold storage you have available for vaccines (in cubic meters), the location of where the cool unit(s) the vaccines will be stored in, the capacity of cold storage for available vaccines, how the cool unit(s) is controlled and monitored throughout the storage and distribution processes.
- Vaccine inventory control and order management.** The proposal should describe:
 - How your warehouse inventory system enables real-time identification of the location and status of all vaccines held.
 - The stock management method used,
 - How your warehouse and freight management systems interact i.e. the ability to acknowledge receipt of orders and electronically track every order.
 - The warehouse inventory system reporting capabilities, including transparency of orders, and orders that are not filled
 -
 - How vaccine orders would be processed.
 - In the event of a national outbreak how you would manage, tracking and tracing of volumes of funded vaccines to Immunisation Providers
- Vaccine distribution.** The proposal should describe:
 - How you will establish and maintain the immunisation provider database, including your process for adding immunisation providers to the database, for preventing duplications in the database, and maintaining accuracy of the database.
 - Your vaccine transportation method. Validation (evidence) as to how long the transportation method maintains 2 – 8 degrees Celsius must be included.
 - Your cold chain packaging options (single use, reusable or recyclable). Validation (evidence) of compliance packaging maintains 2 – 8 degrees Celsius must be included.
 - How receipt of vaccine is verified on delivery.
 - Your process for receiving and disposing of vaccine returns.
 - Your ability to assist with distribution information on vaccines, vaccine or schedule changes or procedural changes, when requested.
- Operational standards.** You should describe:
 - Your organisation goal(s) relating to vaccine storage and distribution.
 - Your quality vision.
 - Your quality (including self-audit) and risk management (including cool unit) processes and systems.
 - External audits undertaken (frequency and results).
 - Your site security processes
- Linkages.** You should describe:
 - Account relationship management processes.
 - Immunisation provider relationship management processes.

5. General Requirements

Ensure that your proposal addresses each of the following general requirements

- a. **Professional expertise:** You and your staff must have the appropriate skills and expertise to ensure safe storage and distribution of vaccines used in the national Immunisation Programme. You and your staff must have the appropriate credibility and expertise in the field of storage and distribution of temperature-sensitive products.
- b. **Quality:** You should demonstrate how you will ensure that the services required will be of excellent quality. For example, you will need to demonstrate previous experience in vaccine or pharmaceutical Cold Chain storage and distribution and describe the quality features of that previous experience. You should describe the quality processes (including insurance) that will apply to your provision of services, especially with regards to cool unit failure, theft etc.
- c. **Service Priorities:** You must show that you are able to put aside adequate time and dedicate appropriate resources to ensure that the provision of the services is not compromised by your other commitments. This will include ensuring the services are appropriately positioned within the organisation and have access to appropriate levels of support and facilities to ensure their effective operation.
- d. **Joint Ventures or Subcontracting:** If you intend entering into a joint venture or employing sub-contractors in order to provide services, those other parties to the venture or the sub-contractors must meet the requirements of this tender. You should specify how you would ensure that they would meet these requirements, and each such party should be clearly identified in your proposal.
- e. **Conflict of Interest:** No conflict of interest shall occur. Identify any likely conflicts and how you would resolve them.

6. Additional distribution information

Cold Chain accreditation (CCA) policy recommends that immunisation providers hold not less than two weeks and no more than six weeks' vaccine stock requirements at any given time. The CAA policy recommends that immunisation providers order monthly – at the most twice per month.

Currently, immunisation providers are entitled to two free deliveries per month from the incumbent supplier.

<https://www.health.govt.nz/publication/national-standards-vaccine-storage-and-transportation-immunisation-providers-2017>

In calculating the price for the Services, your proposal should allow for two free deliveries per month to immunisation providers. In addition, your proposal should include any costs you intend to charge PHARMAC for additional orders. These costs should be outlined in your budget template (Appendix 3).

APPENDIX 1

Reference to 'funded vaccines' in this section includes all vaccines listed in Section I and Section H of the Pharmaceutical Schedule (from 1 July 2020) excluding seasonal influenza vaccine and includes tuberculin PPD (Mantoux tests).

Service Specification

1. Vaccine storage and stock maintenance

You will:

- a) maintain vaccines under cold chain conditions;
- b) store funded vaccine stock in accordance with the cold chain between the temperature of 2 degrees Celsius and 8 degrees Celsius;
- c) ensure that cold room infrastructure has capacity for 6 weeks' stock of funded vaccines and additional capacity for vaccines that may be approved for funding in the future;
- d) provide appropriate security for funded vaccine stocks;
- e) have a stock prevention programme in place to ensure that all the funded vaccine stock power supply is alarmed, monitored and facilities are managed to mitigate against vaccine loss;
- f) ensure storage is managed to minimise stock losses, to ensure that the oldest stock is issued before later deliveries and in conditions that meet all appropriate standards relevant to the storage of vaccines;
- g) log all breaches of cold chain process; and
- h) have a warehouse management system that must accurately show the location of funded vaccine held, interfaces with freight management system to allow full tracking of deliveries, shows all funded vaccines issued (including batch number and expiry date) to each immunisation provider and DHB hospitals, shows all funded vaccine returns and the reasons for the return.

2. Vaccine Distribution

You will:

- a) maintain an accurate database of licenced immunisation providers and addresses;
- b) provide an online order system for immunisation providers to order funded vaccines, and that includes transparency of orders including orders not filled

- c) provide an up to date order form available for download from your company website;
- d) dispatch funded vaccines to immunisation providers, DHB hospitals, schools and to any other party that PHARMAC requests within 24 hours of receiving a purchase order;
- e) dispatch all orders within two hours of packing;
- f) acknowledge receipt of all orders;
- g) track and trace all vaccines by batch numbers delivered to Immunisation Providers
- h) ensure that all funded vaccine is maintained between 2 degrees and 8 degrees Celsius at all times during the distribution process;
- i) temperature monitor funded vaccine transportation method at a rate of not less than 5% of deliveries;
- j) place a temperature monitoring device (data logger) capable of recording the temperature throughout the transportation phases for an individual vaccine; and
- k) obtain a signature or courier ticket statement on receipt by the immunisation provider, of every funded vaccine delivery.

3. Vaccine Returns

You will:

- a) accept return of expired or damaged funded vaccine from immunisation providers;
- b) log where the funded vaccines have been returned from and the reason for the return;
- c) assign returned or recalled funded vaccine to the reject section of the warehouse, labelled and quarantined;
- d) destroy returned or recalled funded vaccine in accordance with the Resource Management Act 1991; and
- e) report details of any destroyed stock to PHARMAC at month end.

4. Reporting

You will:

- a) Provide monthly reports to PHARMAC on a specified day each month which include:
 - i. total stock value (balance);
 - ii. stock summary (distribution data by DHB, number of deliveries per month by DHB);
 - iii. by distribution centre, doses ordered by and supplied to immunisation providers by funded vaccine;

- iv. by immunisation provider, the number of returned and destroyed funded vaccines, the reasons why they are returned and the original despatch details; and
 - v. any other ad hoc reports as reasonably requested by PHARMAC requested from time to time.
- b) provide six monthly reports to the Ministry of Health or its agent monitoring national cold chain compliance:
 - i. monthly numbers of data loggers distributed in actual numbers and as a percentage of orders dispatched;
 - ii. historic monthly comparison over previous 12 months; and
 - iii. data loggers returned out of spec.
- c) reconcile all funded vaccine insurance claims on a six-month basis and provide details to PHARMAC; and
- d) assist PHARMAC and the Ministry of Health with distribution of information on funded vaccines, funded vaccine changes and schedule changes.

5. National Cold Chain Audit (if applicable)

You will;

- a) Distribute National Cold Chain Audit monitoring devices and record cards to immunisation providers; and
- b) Distribute courier bags to immunisation providers to allow them to return the monitoring devices and record cards to the Immunisation Advisory Centre (IMAC).

6. Insurance

You will:

- a) arrange and maintain insurance policies for all vaccine stock held on behalf of PHARMAC at the distribution centre(s) equivalent to the cost of the vaccine to PHARMAC;
- b) if requested, send a copy of the relevant policy renewals to PHARMAC. Whether or not insurance policies exist shall not derogate from your potential liability;
- c) do nothing to invalidate the insurance policies that you hold as required under paragraph (a) above or to prejudice your entitlement under those insurance policies; and
- d) reimburse PHARMAC for any claim against the policy for funded vaccine loss or any rebate you may receive for no claims where PHARMAC has paid the premium for the policy.

APPENDIX 2

1. Pack dimension information

- a. The following table gives an indication of the packaging dimensions for vaccines funded as at 1 July 2020.

It should be noted that packaging configuration determines the minimum order quantity for each vaccine type. If packaging configuration is one or ten doses per pack, then the minimum order quantity becomes one or ten respectively i.e. ordering is based on doses required not packs.

Vaccine	Abbreviation or common name	Proprietary name (manufacturer) of currently supplied vaccine	No of doses per pack	L (mm)	H (mm)	W (mm)
Adult Diphtheria-tetanus-acellular pertussis	(Tdap)	Boostrix (GSK)	1	135	102	24
Adult Diphtheria-tetanus-acellular pertussis	(Tdap)	Boostrix (GSK)	10	178	105	30
Diphtheria-tetanus-acellular pertussis Inactivated poliovirus- Hepatitis B-H. influenza type b vaccine	(DTaP-IPV-HepB/Hib)	Infanrix-hexa (GSK)	10	178	140	30
Paediatric Diphtheria-tetanus-acellular pertussis-Inactivated poliovirus vaccine	(DTaP-IPV)	Infanrix-IPV (GSK)	10	180	105	30
H. influenzae type b vaccine	(Hib)	Hiberix (GSK)	1	55	24	133
Hepatitis A vaccine paediatric	-	Havrix (GSK)	1	135	42	24
Hepatitis A vaccine (adult)	-	Harvix Junior (GSK)	1	135	42	24
Hepatitis B recombitant 20mcg/1.0ml	(HepB)	Engerix-B (GSK)	1	135	25	45
Human papillomavirus vaccine	(HPV)	Gardasil9 (Seqirus)	10	150	95	87
MMR vaccine and diluent	(MMR)	Priorix (GSK)	10	178	142	29
Meningococcal (Groups A, C, Y and W135) conjugate vaccine	-	Menactra (Sanofi)	1	60	30	32
Meningococcal C conjugate vaccine	-	Neisvac-C (Pfizer)	10	110	255	30

Pneumococcal conjugate vaccine	(PCV13)	Prevenar 13 (Pfizer)	10	126	103	52
Pneumococcal conjugate vaccine	(PCV10)	Synflorix (GSK)	10	178	103	29
BCG vaccine and diluent	(BCG)	BCG Vaccine (Seqirus)	100	130	25	115
Pneumococcal polysaccharide vaccine	(23PPV)	Pneumovax 23 (MSD)	1	150	48	24
Inactivated Polio vaccine	(IPV)	IPOL (Sanofi Aventis)	1	130	32	24
Rotavirus live reassortant oral vaccine	-	Rotarix (GSK)	10	130	41	160
Varicella-zoster live attenuated vaccine	-	Varivax (MSD)	10	150	87	95
Tuberculin PPD for Mantoux tests	-	Tubersol (Sanofi Pasteur)	10	62	37	30

Insurance

PHARMAC staff estimate that a level of insurance cover of up to NZD \$6.0 million per any one occurrence is sufficient to cover the value of stock, including fluctuations in stock holdings.

Table 1. Forecasted vaccines purchased (doses) delivered to immunisation providers for financial year 1 July 2020 – 30 June 2021.

	NLD	AKL	CMU	WMA	BOP	LAK	TAI	TAR	WAK	CC	HAW	HUT	MID	WAI	WGI	CAN	NLM	SCA	WSC	SOU	Total
Bacillus Calmette-Guerin (BCG)	1,257	8,549	0	251	1,257	671	587	419	2,347	587	838	1,257	838	0	84	1,341	587	419	251	419	21,960
Diphtheria and Tetanus (ADT Booster)	951	3,416	1,894	2,196	1,053	598	215	585	1,869	1,132	762	508	690	237	322	2,546	722	328	175	1,679	21,878
Diphtheria, Tetanus and Pertussis (Boostrix 10 Dose)	12,551	44,218	29,162	28,628	11,808	6,125	2,714	6,171	22,944	11,669	9,025	13,131	8,607	3,573	3,132	31,830	8,097	2,946	858	15,010	272,198
Diphtheria, Tetanus, Pertussis and Polio (Infanrix IPV)	2,520	7,754	8,893	8,537	3,079	1,677	813	1,707	6,443	3,953	2,480	2,104	2,429	569	813	7,226	1,687	803	467	4,126	68,082
Diphtheria, Tetanus, Pertussis, Polio, Hepatitis B and Haemophilus influenza type B (Infanrix-hexa)	6,219	21,199	23,299	21,008	8,048	4,340	2,251	4,953	16,547	10,449	6,159	5,697	6,259	1,457	2,220	19,099	4,441	1,989	965	10,188	176,785
Haemophilus influenza type B (Hiberix)	2,320	7,742	8,359	7,964	2,949	1,605	762	1,493	5,664	3,877	2,273	1,953	2,157	592	761	6,931	1,489	711	337	3,778	63,719
Hepatitis A (Havrix)	45	799	84	59	17	21	16	7	61	39	20	26	39	11	15	64	17	16	0	68	1,425
Hepatitis A (Havrix Junior)	14	139	77	24	24	6	5	14	75	29	11	3	11	6	14	50	10	10	6	22	552
Hepatitis B 20 mcg (Engerix-B)	666	5,219	2,240	1,765	601	448	186	241	2,579	1,249	712	922	698	64	275	2,378	471	181	34	1,271	22,200
Human Papillomavirus (Gardasil 9)	5,136	26,714	20,299	21,056	6,894	3,016	1,545	3,719	13,852	7,086	5,030	9,388	5,232	1,854	1,641	20,928	4,518	1,620	852	10,602	170,982
Measles, Mumps and Rubella (Priorix)	11,574	47,995	46,484	43,497	14,205	6,805	3,055	7,213	26,068	23,794	9,826	11,625	10,132	2,512	3,666	76,591	8,452	4,056	1,918	23,454	382,924
Meningococcal A, C, Y and W-135 (Menactra)	514	1,733	1,981	1,813	681	367	186	403	1,363	877	528	475	522	130	189	1,614	363	167	73	136	14,114
Meningococcal C (Neisvac-C)	4	35	25	18	6	3	1	3	19	37	6	2	0	0	1	8	4	1	0	3	175
Pneumococcal (PCV10) Prevenar 13)	188	862	281	333	218	133	21	54	644	499	124	163	178	21	42	378	91	18	12	242	4,504
Pneumococcal (PCV13) (Synflorix)	6,231	21,030	24,030	22,002	8,259	4,450	2,260	4,889	16,534	10,635	6,401	5,761	6,331	1,573	2,298	19,588	4,403	2,028	887	10,411	180,000
Pneumococcal Polysaccharide (Pneumovax 23)	198	890	1,762	400	290	131	30	59	398	233	73	85	92	36	90	270	92	99	23	207	5,459
Poliomyelitis(IPOL)	225	2,381	728	803	355	117	61	458	748	1,114	135	300	262	59	26	1,369	472	128	25	914	10,682
Rotavirus (Rotarix)	3,793	13,577	14,660	13,045	4,795	2,719	1,298	3,057	10,009	6,615	3,701	3,558	3,824	879	1,360	12,125	2,689	1,237	552	6,308	109,800
Varicella (Varivax)	2,793	10,123	10,112	9,781	3,599	1,844	872	1,711	6,999	4,714	2,694	2,274	2,583	640	905	8,799	1,844	1,038	618	4,968	78,912
Mantoux Test (Tubersol)	424	3,748	0	11	223	178	178	134	368	390	357	368	569	0	112	926	123	45	156	491	8,800
Varicella Zoster (Zostavax)	1,498	4,338	3,445	3,897	2,441	1,084	312	1,232	3,422	2,707	1,677	814	1,555	517	760	4,878	1,563	513	354	3,152	40,159
Total	59,122	232,463	197,814	187,089	70,804	36,337	17,368	38,523	138,955	91,684	52,830	60,413	53,009	14,731	18,727	218,940	42,132	18,354	8,564	97,448	1,655,900

Note that the quantity of orders does not refer to the number of packages sent- in many cases for large orders, several boxes may be required to safely distribute vaccines under cold chain conditions

Table 2. Total number of deliveries per annum across all vaccinator sites

Financial year (ending 30 June)	Number of vaccinator delivery sites (approx.)	Count of deliveries	Comment
2016/17	1250	19,644	
2017/18	1250	24,676	
2018/19	1250	24,700	Includes Canterbury measles outbreak response
2019/20	1250	29,000 Forecast	Forecast - includes national measles outbreak response and measles campaign

Table 3 List of DHB abbreviations

PHARMAC abbreviation	DHB Name	PHARMAC abbreviation	DHB Name
NLD	Northland DHB	HAW	Hawke's Bay DHB
AKL	Auckland DHB	HUT	Hutt Valley DHB
CMU	Counties Manukau DHB	MID	MidCentral DHB
WMA	Waitemata DHB	WAI	Wairarapa DHB
BOP	Bay of Plenty DHB	WGI	Whanganui DHB
LAK	Lakes DHB	CAN	Canterbury DHB
TAI	Tairāwhiti DHB	NLM	Nelson Marlborough DHB
TAR	Taranaki DHB	SCA	South Canterbury DHB
WAK	Waikato DHB	WSC	West Coast DHB
CC	Capital & Coast DHB	SOU	Southern DHB

APPENDIX 3

Budget template

Complete this template for your service budget. Under each umbrella service, add as many lines or levels of detail that will allow us to effectively evaluate your proposals. Costs must exclude GST.

Service	Details of calculation	Per annum price (excl GST)
<u>Vaccine Storage and maintenance costs</u>		
Examples:		
Warehouse and Cold Chain storage costs		
Facility costs (security, cleaning, pest management, alarm monitoring)		
<u>Distribution costs</u>		
Examples:		
Freight (includes returns)		
Warehouse labour and supervision		
Packaging (single use)		
Packaging reusable/recyclable		
Data loggers		
Destruction		
Reporting		
Insurance (full insurance)		
<u>Customer services/order entry/order communications</u>		
Examples:		
Website and URL hosting, maintenance, external audits and user testing		
Fax order form development, hosting, circulation and maintenance		
National customer service staff (account maintenance, IPFX licencing phone rental and enquiries)		
<u>Quality management and SOP systems</u>		
Examples:		
SOP maintenance and review, external audits, disaster recovery plans etc.		
<u>Information systems</u>		
Examples:		
Contribution to SAP (inventory management and warehousing software)		
IT Hardware, rental and licencing		
Key account management		

Administration		
Other		
Totals		