Tender Submission Form

**<Tenderer to Insert Date>**

Director of Operations

Pharmac

[By electronic transfer using GETS (https://www.gets.govt.nz)](https://www.gets.govt.nz/)

Dear Lisa,

**Tender bid for the supply of aripiprazole, celecoxib, etoricoxib and/or prednisolone to DHB** **Hospitals and community pharmacies – commercial in confidence**

In response to your request for tenders (**RFT**) dated 19 October 2021, we put forward the following Tender Bid(s) in respect of aripiprazole, celecoxib, etoricoxib and/or prednisolone.

Set out below is further information in support of our Tender Bid.

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| 1. **Our Contact Details**
 |
| Trading name:  | *[insert the name that you do business under]* |
| Full legal name (if different): | *[if applicable]* |
| Physical address: | *[if more than one office – put the address of your head office]* |
| Postal address: | *[e.g. P.O Box address]* |
| Registered office: | *[if you have a registered office insert the address here]* |
| Business website: | *[url address]* |
| Type of entity (legal status): | *[sole trader / partnership / limited liability company / other please specify]* |
| Registration number: | *[if your organisation has a registration number insert it here e.g. company registration number]* |
| Country of residence: | *[insert country where you (if you are a sole trader) or your organisation is resident for tax purposes]* |
| Does your organisation identify as being a Māori business? Pharmac is committed to the Government’s progressive procurement approach to increase the diversity of government suppliers and achieve broader economic and social outcomes, with a specific focus on Māori businesses.As part of this approach, Pharmac is committed to gaining a better understanding of how our agency can support the economic and social outcomes for Māori through this procurement. One aspect is understanding what roles Māori businesses have in the pharmaceutical supply chain and how we can support Māori businesses in those roles.Pharmac is therefore gathering information from organisations as to whether they identify as a Māori business. A Māori business for Government procurement purposes is:* One that has at least 50% Māori ownership, or
* A Māori Authority as defined by Inland Revenue.

Within these definitions, does your organisation identify as a Māori business? This information will inform Pharmac’s supplier’s database and will be reported to NZGPP, subject to any concerns you identify (see below). | *[Yes / No ]* *As part of adopting a progressive procurement policy, Pharmac are committed to understand and support what roles Māori businesses play in our supply chain* |
| Pharmac is required to report to NZGPP on whether an organisation identifies as a Māori business as part of new progressive procurement reporting [requirements](https://www.procurement.govt.nz/procurement/improving-your-procurement/frameworks-reporting-and-advice/reporting-on-progressive-procurement-policy/). Please indicate either ‘Yes’ or ‘No’ as to whether you agree to Pharmac reporting on your organisation’s status. If you indicate ‘No’, please provide reasons for our consideration.  | *[Yes / No ]*  |

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| 1. **Our Point of Contact**
 |
| Contact person: | *[i.e., who communications relating to the attached bid(s) should be made to]* |
| Position: |  |
| Phone number: |  |
| Mobile number: |  |
| Email address: |  |

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| 1. **Information About Our Organisation**
 |
| 1. Information about our Organisation structure:
 |  |
| 1. Information about our management and technical skills:
 |  |
| 1. Information about our financial resources:
 |  |
| 1. Information about our, or our supplier’s, existing supply commitments, including other markets supplied:
 |  |
| 1. Information about our, or our supplier’s, previous supply performance, and ability to ensure continuity of supply of the Tender Items (s)
 |  |
| 1. Information about our quality assurance processes:
 |  |
| 1. The New Zealand Government is committed to sustainable and inclusive government procurement and the [Supplier Code of Conduct](https://www.procurement.govt.nz/assets/procurement-property/documents/supplier-code-of-conduct.pdf) outlines the Government’s expectations of suppliers in this respect, please outline:
* how your Organisation meets or exceeds the expectations set out in the Supplier Code of Conduct
 |  |
| 1. Please outline: how does your Organisation support social, economic, cultural and environmental outcomes beyond supply of Pharmaceuticals (see New Zealand Government Procurement [Broader Outcomes).](https://www.procurement.govt.nz/broader-outcomes/)

Please also outline how your organisation:* supports New Zealand businesses, including Māori, Pasifika and regional businesses, as well as social enterprises if relevant
* supports improving conditions for New Zealand workers and support workforce diversity
 |  |
| 1. Please outline how your Organisation would support improving access and responsible use of medicines (e.g. services and resources that would be offered). In particular to groups experiencing health inequities in New Zealand, specifically Māori and Pacific peoples (adults and children)
 |  |
| 1. Any additional information Pharmac should consider under its [Factors for Consideration Framework](https://pharmac.govt.nz/medicine-funding-and-supply/the-funding-process/policies-manuals-and-processes/factors-for-consideration/):
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| **4.1 Information About Our Proposed Products - Aripiprazole****For clarity in responding this section of the form has been repeated for each chemical.** **You may remove the sections where you are not bidding on a chemical.** |
| 1. Evidence for market approval and any other required consents:
 |  |
| 1. For any Tender Items without market approval, but where the dossier has been submitted to Medsafe, please provide evidence of the submission, and status of regulatory approval application:
 |  |
| 1. For any Tender Items without market approval and where the dossier has not been submitted to Medsafe, please provide details of the planned submission date and timeframes to achieve registration:
 |  |
| 1. Insert the details of any other consents required for the Tender Item(s) and any further details that are relevant to assessing the likelihood and timing of your brand gaining all the necessary consents:
 |  |
| 1. If not available in the Medsafe approval, please provide details of the packaging type (eg blister, bottle) and descriptions (artwork) a description of the tablet(s) (eg size, shape, colour, markings), and shelf-life:
 |  |
| 1. The name and location of the manufacturer(s) of the finished product(s) (and name and location of the packaging site, if different):
 |  |
| 1. The name and location of the manufacturer(s) of the active ingredients:
 |  |
| 1. The name and location of the alternative manufacturers of the finished product(s) and active ingredients (if any):
 |  |
| 1. Your proposed distribution and supply arrangements for the Tender Item(s), including batch sizes, approximate manufacturing time, and approximate shipping time:
 |  |
| 1. other markets in which you currently provide the Tender Item
 |  |
| 1. Key features of our Tender Bid
 |  |
| 1. Please confirm that you will supply physical sample of the Tender Item(s), to be provided within 10 business days of Pharmac’s request.
 |  |

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| **4.2 Information About Our Proposed Products - Celecoxib****For clarity in responding this section of the form has been repeated for each chemical.** **You may remove the sections where you are not bidding on a chemical.** |
| 1. Evidence for market approval and any other required consents:
 |  |
| 1. For any Tender Items without market approval, but where the dossier has been submitted to Medsafe, please provide evidence of the submission, and status of regulatory approval application:
 |  |
| 1. For any Tender Items without market approval and where the dossier has not been submitted to Medsafe, please provide details of the planned submission date and timeframes to achieve registration:
 |  |
| 1. Insert the details of any other consents required for the Tender Item(s) and any further details that are relevant to assessing the likelihood and timing of your brand gaining all the necessary consents:
 |  |
| 1. If not available in the Medsafe registration, please provide details of the packaging type (eg blister, bottle) and descriptions (artwork) a description of the tablet(s) (eg size, shape, colour, markings), and shelf-life:
 |  |
| 1. The name and location of the manufacturer(s) of the finished product(s) (and name and location of the packaging site, if different):
 |  |
| 1. The name and location of the manufacturer(s) of the active ingredients:
 |  |
| 1. The name and location of the alternative manufacturers of the finished product(s) and active ingredients (if any):
 |  |
| 1. Your proposed distribution and supply arrangements for the Tender Item(s), including batch sizes, approximate manufacturing time, and approximate shipping time:
 |  |
| 1. other markets in which you currently provide the Tender Item
 |  |
| 1. Key features of our Tender Bid
 |  |
| 1. Please confirm that you will supply physical sample of the Tender Item(s), to be provided within 10 business days of Pharmac’s request.
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| **4.3 Information About Our Proposed Products - Etoricoxib****For clarity in responding this section of the form has been repeated for each chemical.** **You may remove the sections where you are not bidding on a chemical.** |
| 1. Evidence for market approval and any other required consents:
 |  |
| 1. For any Tender Items without market approval, but where the dossier has been submitted to Medsafe, please provide evidence of the submission, and status of regulatory approval application:
 |  |
| 1. For any Tender Items without market approval and where the dossier has not been submitted to Medsafe, please provide details of the planned submission date and timeframes to achieve registration:
 |  |
| 1. Insert the details of any other consents required for the Tender Item(s) and any further details that are relevant to assessing the likelihood and timing of your brand gaining all the necessary consents:
 |  |
| 1. If not available in the Medsafe registration, please provide details of the packaging type (eg blister, bottle) and descriptions (artwork) a description of the tablet(s) (eg size, shape, colour, markings), and shelf-life:
 |  |
| 1. The name and location of the manufacturer(s) of the finished product(s) (and name and location of the packaging site, if different):
 |  |
| 1. The name and location of the manufacturer(s) of the active ingredients:
 |  |
| 1. The name and location of the alternative manufacturers of the finished product(s) and active ingredients (if any):
 |  |
| 1. Your proposed distribution and supply arrangements for the Tender Item(s), including batch sizes, approximate manufacturing time, and approximate shipping time:
 |  |
| 1. other markets in which you currently provide the Tender Item
 |  |
| 1. Key features of our Tender Bid
 |  |
| 1. Please confirm that you will supply physical sample of the Tender Item(s), to be provided within 10 business days of Pharmac’s request.
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| **4.4 Information About Our Proposed Products - Prednisolone****For clarity in responding this section of the form has been repeated for each chemical.** **You may remove the sections where you are not bidding on a chemical.** |
| 1. Evidence for market approval and any other required consents:
 |  |
| 1. For any Tender Items without market approval, but where the dossier has been submitted to Medsafe, please provide evidence of the submission, and status of regulatory approval application:
 |  |
| 1. For any Tender Items without market approval and where the dossier has not been submitted to Medsafe, please provide details of the planned submission date and timeframes to achieve registration:
 |  |
| 1. Insert the details of any other consents required for the Tender Item(s) and any further details that are relevant to assessing the likelihood and timing of your brand gaining all the necessary consents:
 |  |
| 1. If not available in the Medsafe registration, please provide details of the packaging type (eg blister, bottle) and descriptions (artwork) a description of the tablet(s) (eg size, shape, colour, markings), and shelf-life:
 |  |
| 1. The name and location of the manufacturer(s) of the finished product(s) (and name and location of the packaging site, if different):
 |  |
| 1. The name and location of the manufacturer(s) of the active ingredients:
 |  |
| 1. The name and location of the alternative manufacturers of the finished product(s) and active ingredients (if any):
 |  |
| 1. Your proposed distribution and supply arrangements for the Tender Item(s), including batch sizes, approximate manufacturing time, and approximate shipping time:
 |  |
| 1. other markets in which you currently provide the Tender Item
 |  |
| 1. Please provide information on how your Organisation would support improving access and responsible use of medicines (eg services and resources that would be offered). In particular to groups experiencing health inequities in New Zealand, specifically Māori and Pacific peoples (adults and children)
 |  |
| 1. Key features of our Tender Bid
 |  |
| 1. Please confirm that you will supply physical sample of the Tender Item(s), to be provided within 10 business days of Pharmac’s request.
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| 1. **Environmental Sustainability**
 |
| 1. Does your Organisation have an environmental/sustainability policy?
 | Yes |  | No |  |
| 1. Does your Organisation have a sustainability report?
 | Yes |  | No |  |
| 1. If yes to either of the two above questions, please attach or link:
 |  |
| 1. How does your Organisation contribute to environmental sustainability?
 | *Please describe the measures you take to contribute to environmental sustainability – in general and specifically in relation to this RFT* |
| 1. Has your Organisation received any environmental/sustainability award(s)?
 | Yes |  | No |  |
| 1. If yes, provide details:
 |  |
| 1. Has your Organisation received any environmental fine/prosecution(s)?
 | Yes |  | No |  |
| 1. If yes, provide details:
 |  |
| 1. Has your Organisation received any environmental audit(s) or does it comply with a recognised standard?
 | Yes |  | No |  |
| 1. If yes, provide details:
 |  |

Signed for and on behalf of **<insert name of tenderer>** by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**<Insert name>
<Insert designation>**

**Combined Tender Bids**

You may submit a Combined Community/Hospital Tender Bid.

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| **Table One: Combined Bids for Community and Hospital supply** |
| **Tender Item** | **Unit** **(Pack****Size)** **e.g. (30 tablet pack)** | **Currency** | **Listing Amount****(Price/Pack)** | **Brand Name** | **Market Approval****(Yes/No)** | **If No Market Approval: Actual or Expected Date of Dossier Submission To Medsafe** | **Lead Time****(Months)** | **Lead Time Comment** |
| [Chemical Entity– Form and Strength (other requirement if relevant eg packaging type)] |  | NZD | $ |  |  |  |  |  |

|  |  |
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| **Key** |  |
|  | Product InformationCombined Bid for Community AND Hospital market Principal Supply Status. |
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**Aggregate Tender Bids\***

You may submit a Tender Bid that is both an Aggregated Tender Bid and a Combined Community/Hospital Tender Bid, provided that you comply with the terms stated in Clause 2 of Schedule 3 of the RFT.

**Aggregate bids may be submitted within a chemical only. That means a separate pricing entry can be included in the tender submission form where the bid is for all strengths within a chemical, alongside bids for individual strengths**

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| **TableTwo Aggregated Tender Bids** |
| **Tender Item** | **Unit** **(Pack****Size)** **eg (30 tablet pack)** | **Currency** | **Listing Amount****(Price/Pack)** | **Brand Name** | **Market Approval****(Yes/No)** | **If No Market Approval: Actual or Expected Date of Dossier Submission To Medsafe \*** | **Lead Time****(Months)** | **Lead Time Comment** |
| [Chemical Entity– Form and Strength (other requirement if relevant eg packaging type)] |  | NZD |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Key** |  |
|  | Product InformationCombined Bid for Community AND Hospital market Principal Supply Status. |
|  |