

A. SCOPE OF WORK

Contract for providing the following medical and pathological examination services.

a. LIST OF TESTS NEW LES EMPLOYEES

1. Physical Examination
2. X-Ray - Chest (only if requested)
3. Urine - routine
4. Stool - routine (only if requested)
5. CBC
6. FBS
7. Tuberculosis screening questionnaire

b. LIST OF TESTS FOR DRIVERS

1. Physical Examination
2. X-Ray - Chest (only if requested)
3. Urine - routine
4. Stool - routine
5. CBC
6. FBS
7. Tuberculosis screening questionnaire
8. Audiometry
9. Vision Test

Note:

1.) Audiometry (hearing test) shall *be done and reviewed in the facility*

2.) Vision Test includes Horizontal Field of Vision, Color Vision and check of monocular vision - *should be done and reviewed in the facility.*

3.) Complete History and PE form to be filled out while preparing medical reports. Forms will be shared with you only after the award of contract.

4. All employees must complete a tuberculosis questionnaire. If the questionnaire identifies possible active Tuberculosis, the clinic will conduct a 2 view (PA and Lateral) chest x-ray with radiologist over-read to rule out active Tb. If the radiology report is positive or equivocal, the clinic will refer the patient to the Ministry of Health Tuberculosis hospital for further investigation and/or treatment.

It is mandatory for the clinic to have their own doctors preferably MD. The doctor should ONLY use the form provided by US Embassy and

are prohibited from doing any additional tests etc. without authorization from the Contracting Officer.

Please note that Audiometry and Eye Examination tests are only chauffeurs. The Eye Examination includes recording vision for each eye individually as well as for both eyes thus there are three results. It also includes checking horizontal field of vision in both eyes and color perception. Not all the tests are required to be conducted for each employee. The Contracting Officer's Representative (COR) for this contract shall be the HEALTH UNIT Officer. Authority letter in writing shall be issued by the COR, American Embassy - Djibouti, Djibouti in favor of the clinic and shall be given to the applicant/employee, detailing which particular tests are to be carried out for that particular employee. The applicant/employee will seek an appointment directly with the Contractor and inform the COR of the appointment. The clinic, after conducting these tests, may recommend further tests (beyond the tests listed above) to the COR. If the COR deems it fit, the COR shall request the Clinic in writing to carry out the tests recommended by them. All completed examination reports should be signed by the physician conducting the examination and couriered or hand delivered to the COR within seven working days (or lesser amount of days if possible) after the completion of the tests.

It is mandatory for the clinic to have their own physicians, laboratory and test facilities for providing the requisite examinations. The Contractor should provide a list of physicians conducting the medical examinations, with complete printed names and signatures within two days of the award of the contract. Any changes to the list should be updated immediately by the Contractor and the information forwarded to the COR during the performance of the contract.

B. PERIOD OF PERFORMANCE

This contract includes an option(s) as addressed in the Schedule and applicable FAR/DOSAR provisions/clauses. This contract has a base period of one year beginning from the effective date, and three optional one-year periods, all of which are priced for separately in the Pricing Section. The U.S. Government has the unilateral right to exercise the optional periods in accordance with Federal Acquisition Regulation Sub-part 52.217-9. Also, in accordance with Federal Acquisition Regulation Sub-part 52.217-8, the U.S. Government will have the unilateral right to extend the term of the contract for periods not to exceed six months in all, at the same prices, terms and conditions of the last option year that was exercised, or the base period if no option period was exercised.

C. PRICING

0001 BASE YEAR PRICES

Term: Twelve (12) Months from the date specified in the Notice to Proceed.

a. LIST OF TESTS NEW LES EMPLOYEES

No.	Particulars	Estimated quantity	Unit Price per Person	Per Person	Estimated extended price
1.	Physical Examination	50			
2	X-Ray - Chest (only if requested)	50			
3.	Urine - routine	50			
4.	Stool - routine (only if requested)	50			
5.	CBC	50			
6.	FBS	50			
7.	Tuberculosis Screening questionnaire	50			
TOTAL OF a					

b. LIST OF TESTS FOR DRIVERS

No.	Particulars	Estimated quantity	Unit Price per Person	Per Person	Estimated extended price
1.	Physical Examination	125			
2	X-ray - Chest	125			
3.	Urine - routine	125			
4.	Stool - routine	125			
5.	CBC	125			
6.	FBS	125			
7.	Tuberculosis Screening questionnaire	125			
8.	Audiometry	125			
9.	Vision Test	125			
TOTAL OF b					

TOTAL FOR BASE PERIOD a+b =175

0002 FIRST OPTION YEAR PRICES

Term: Twelve (12) Months

a. LIST OF TESTS NEW LES EMPLOYEES

No.	Particulars	Estimated quantity	Unit Price per Person	Estimated extended price
1.	Physical Examination	50		
2	X-ray - Chest (only if requested)	50		
3.	Urine - routine	50		
4.	Stool - routine (only if requested)	50		
5.	CBC	50		
6.	FBS	50		
7.	Tuberculosis Screening questionnaire	50		
TOTAL OF a				

b. LIST OF TESTS FOR DRIVERS

No.	Particulars	Estimated quantity	Unit Price per Person	Estimated extended price
1.	Physical Examination	125		
2	X-ray - Chest	125		
3.	Urine - routine	125		
4.	Stool - routine	125		
5.	CBC	125		
6.	FBS	125		
7.	Tuberculosis Screening questionnaire	125		
8.	Audiometry	125		
9.	Vision Test	125		
TOTAL OF b				

TOTAL FOR OPTION YEAR ONE PERIOD a+b= 175

0003 SECOND OPTION YEAR PRICES

Term: Twelve (12) Months

a. LIST OF TESTS NEW LES EMPLOYEES

No.	Particulars	Estimated quantity	Unit Price per Person	Per Person	Estimated extended price
1.	Physical Examination	50			
2	X-ray - Chest (only if requested)	50			
3.	Urine - routine	50			
4.	Stool - routine (only if requested)	50			
5.	CBC	50			
6.	FBS	50			
7.	Tuberculosis Screening questionnaire	50			
TOTAL OF a					

b. LIST OF TESTS FOR DRIVERS

No.	Particulars	Estimated quantity	Unit Price per Person	Per Person	Estimated extended price
1.	Physical Examination	125			
2	X-ray - Chest	125			
3.	Urine - routine	125			
4.	Stool - routine	125			
5.	CBC	125			
6.	FBS	125			
7.	Tuberculosis Screening questionnaire	125			
8.	Audiometry	125			
9.	Vision Test	125			
TOTAL OF b					

TOTAL FOR OPTION YEAR TWO PERIOD a+b = 175

0004 THIRD OPTION YEAR PRICES

Term: Twelve (12) Months

a. LIST OF TEST NEW LES EMPLOYEES

No.	Particulars	Estimated quantity	Unit Price per Person	Estimated extended price
1.	Physical Examination	50		
2	X-ray - Chest (only if requested)	50		
3.	Urine - routine	50		
4.	Stool - routine (only if requested)	50		
5.	CBC	50		
6.	FBS	50		
7.	Tuberculosis Screening questionnaire	50		
TOTAL OF a				

b. LIST OF TESTS FOR DRIVERS

No.	Particulars	Estimated quantity	Unit Price per Person	Estimated extended price
1.	Physical Examination	125		
2	X-ray - Chest	125		
3.	Urine - routine	125		
4.	Stool - routine	125		
5.	CBC	125		
6.	FBS	125		
7.	Tuberculosis Screening questionnaire	125		
8.	Audiometry	125		
9.	Vision Test	125		
TOTAL OF b				

TOTAL FOR OPTION YEAR THREE PERIOD a+b = 175

GRAND TOTAL OF BASE +FIRST+SECOND+THIRD OPTION YEAR

BASE YEAR	DJF .
OPTION YEAR ONE	DJF .
OPTION YEAR TWO	DJF
OPTION YEAR THREE	DJF
GRAND TOTAL	DJF

Prices must be in local currency.

The amount mentioned above is based on total estimated Government requirements. If more than one award is made, the estimated amount of work awarded under task order(s) to any single contractor will be less.

D. SUBMISSION OF INVOICES

The Government shall pay the Contractor as full compensation for all the work required and accepted under this contract at the fixed-price rates quoted above. Payments shall be based on actual usage.

Separate invoices for each task order shall be submitted in an original to the following address. A copy of the delivery or task order issued by the Contracting Officer must be appended to each set of invoice:

American Embassy Djibouti B&F section
Email: DjiboutiAP@state.gov
American Embassy, DJIBOUTI - REPUBLIC OF DJIBOUTI
BP 185 LOT 35 HARAMOUS

QUALITY ASSURANCE PLAN (QAP).

This plan is designed to provide an effective surveillance method to promote effective contractor performance. The QAP provides a method for the Contracting Officer's Representative (COR) to monitor contractor performance, advise the contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The contractor, not the Government, is responsible for management and quality control to meet the terms of the contract. The role of the Government is to conduct quality assurance to ensure that contract standards are achieved.

Performance Objective	PWS Para	Performance Threshold
<u>Services.</u> Performs all medical and pathological examination services set forth in the performance work statement (PWS)	Insert Paragraph A thru D	All required services are performed and no more than one (1) customer complaint is received per month

1 SURVEILLANCE. The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action.

2 STANDARD. The performance standard is that the Government receives no more than one (1) customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause (FAR 52.212.4, Contract Terms and Conditions-Commercial Items (May 2001), if any of the services exceed the standard.

3 PROCEDURES.

(a) If any Government personnel observe unacceptable services, either incomplete work or required services not being performed they should immediately contact the COR.

(b) The COR will complete appropriate documentation to record the complaint.

(c) If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.

(d) If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.

(e) The COR shall, as a minimum, orally notify the Contractor of any valid complaints.

(f) If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor will notify the COR. The COR will review the matter to determine the validity of the complaint.

(g) The COR will consider complaints as resolved unless notified otherwise by the complainant.

(h) Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact The Contracting Officer for appropriate action under the Inspection clause.