

## Minutes of Contract Negotiation

This minute of Contract negotiation is signed on September 18, 2020 between the Ministry of Internally Displaced Persons, Labour, Health and Social Affairs (hereinafter called the “Client”) on the one hand and **Tbilisi Medic Ltd. (ID 404865286)** (hereinafter called the “Contractor”) on the other hand.

The Contract negotiations for the supply of “**Medical equipment for Primary Healthcare facilities.**” under Contract **COVID19/G/DC-23** took place in Ministry of Internally Displaced Persons, Labour, Health and Social Affairs, 8<sup>th</sup> Floor, Conference room.

Attendees of the negotiation:

PURCHASER	POSITION
Nino Kvernadze	Project manager, PIU member
Nino Gvenetadze	Procurement consultant, PIU member
Lia Tavadze	Healthcare Specialist, PIU member
Amiran Gogitidze	LEPL “Emergency Coordination and Emergency Assistance Center, Head of the of Medical Supply and Call Management Department
Beka Jakeli	Head of the Financial and Economic Department.
SUPPLIER	POSITION
Nino Burnadze	Project Manager
Giorgi Rusitashvili	Director of the Tbilisi Medic Ltd.

### Issues discussed:

1. **Incoterms** - The edition of Incoterms that shall apply is DDP Incoterm 2020.
2. **Payment Terms** – The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: Payment shall be made in GEL to the following manner:

**Advanced payment** - forty (40%) percent of the Contract Price shall be paid, within ten (10) days of signing of the Contract and upon submission of a claim for the amount enclosed with demand guarantee;

### **On acceptance:**

Payment shall be made partially, upon delivery of the batches, within 15 days, against invoice and delivery acceptance certificate.

Forty (40%) percent of advance payment will be recovered from the final payment.

3. **Final Destination** - The Purchaser will provide the supplier with 100 locations of the final destination of the goods within two weeks from the contract signature.
4. **The inspections and tests** - The Purchaser and Consignee shall conduct inspections and tests jointly within two calendar days following the notification from the Supplier at the place agreed in advance between the parties. After inspection conducted, the supplier is obliged to ensure delivery of the goods to the final destination specified by the Purchaser within three calendar days.
5. **Warranty** – the parties agree that the warranty shall remain valid as it is specified in the price schedule N1. This Minute of the Contract Negotiations represents an integral part of the Contract COVID19/G/DC-23.
6. **Related services** - Due to the pandemic situation, online training for medical devices will be conducted by the supplier.

The parties expressed their gratitude towards the meeting participants for their assistance and concluded the meeting.

**Signed by:**

For the Employer:	For the Consultant:
Giorgi Tsotskolauri – Deputy Minister	Giorgi Rusitashvili – Director of <b>Tbilisi Medic Ltd.</b> (ID <b>404865286</b> )