Procurement guide - Filariasis Test Strip (FTS)

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<th>Product Name</th>
<th>Vendor</th>
<th>Product Code</th>
<th>Packing</th>
<th>Price</th>
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<tr>
<td>Filariasis Test Strip (FTS)</td>
<td>Abbott Rapid Diagnostics Inc.</td>
<td>625-000</td>
<td>30 tests per kit</td>
<td>$45/kit</td>
<td>6-8 weeks</td>
<td>Ambient</td>
<td>12 months (from date of manufacture)</td>
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Order Documentation Required

1. Purchase Order (PO)
   a. The PO should contain:
      i. PO Number
      ii. Product Code
      iii. Quantity per product code
           1. Be sure to specify whether the quantity is in tests or kits
      iv. Price per product code and total price
      v. Shipping address and consignee information (name, tel., email)
   b. PO Samples
      i. Abbott Customer Order Template
      ii. Organization-generated POs are also acceptable (<TFGH sample>)

2. Certificate of Donation (recommended, but not required)
   a. Sample COD

3. No Objection Certificate (NOC) or Import Permit
   The vendor will require either a No Objection Certificate or an import permit prior to shipment. The document required depends on the importation regulations of the recipient country. Most of the time the NOC is acceptable and more easily obtainable, however some countries will require an import permit (e.g. Tanzania, Indonesia).

Order Submission (when ordering direct through vendor)
Orders should be placed via email to InternationalOrders@rapiddx.abbott.com. Orders should include the documentation outlined above. Copy Nina Alves (nina.alves@abbott.com) on all FTS orders.

Shipping

1. Option 1: Customer courier account (broker/recipient will need to clear customs)
   a. Customers can provide the account number for their preferred courier(s)
   b. A handling fee will apply

This guide was co-produced by the NTD Support Center (which serves as Secretariat of the Coalition for Operational Research on Neglected Tropical Diseases) and the NTD Supply Chain Forum. The information presented here does not represent official recommendations of the World Health Organization or the product manufacturer. Rather, it represents learnings from research supported by COR-NTD. For questions relating to this guide please contact Ashley Souza at assouza@taskforce.org.
2. Option 2: Vendor courier account (FedEx or DHL standard courier)
   a. Customers can use the vendor account for shipment
   b. Request a quote for shipping fees to destination
   c. Include as a line item on the PO
   a. The AWB number can be used for tracking purposes

Payment
Invoice usually sent for payment 30 days after shipment. New customers may be asked to pre-pay until credit is established.

Other Task Force for Global Health Recommendations
1. Recommended order quantity calculations (Incl. 7% overhead)
   a. Total kits required = (Sample size x 1.07)/30, round up
2. Request that the Certificate of Donation and No Objection Certificate/import permit are included with the shipping documents in the shipping pouch for easier customs clearance
3. Inventory levels are based upon partner forecasts. Organization’s expecting to place multiple orders should communicate their forecasted demand to the vendor to ensure adequate global inventory levels
   a. FTS production stops during flu season. It is advisable to communicate forecasted demand for the remainder of the year in August or September to ensure adequate inventory before manufacturing shifts to flu tests.