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Agricultural Growth Program- Livestock Development Market

Request for Quotation (RFQ)

RFQ Number:	032
Issuance Date:	2 February 2016
Deadline for Offers:	15:00, Addis Ababa, East Africa Time Zone, 9 February 2016
Description:	Supply of Generators, refrigerators, deep freezers, display refrigerators, water tanks
For:	Agricultural Growth Program – Livestock Market Development (AGP-LMD) Project
Funded By:	United States Agency for International Development Contract No. AID-663-C-12-00009
Implemented By:	CNFA
Point of Contact:	Ashenafi Gebremedhin, Procurement and Logistics Manager USAID/Agricultural Growth Program – Livestock Market Development Project Agricultural Growth Program – Livestock Market Development Project CMC Road – Opposite Civil Service College Palm Building 3rd Floor P.O. Box 20451 Code 1000 Addis Ababa, Ethiopia Email: agebremedhin@livestockmarketdevelopment.com

Background:

The AGP-LMD Project is a USAID program implemented by CNFA –an American international development organization- in Ethiopia. The goal of the AGP-LMD is to build on the Government of Ethiopia’s initiatives and renewed commitment to increase agricultural and livestock productivity and competitiveness, as well as the U.S. Government’s Feed the Future initiative. As part of project activities, the AGP-LMD Project requires the purchase of artificial insemination equipment and upscaling technology for milk collection centers to help mitigate inefficiencies in Ethiopia’s dairy sector and build capacity for Ethiopian dairy production.

AGP-LMD is soliciting quotations from eligible and responsible firms for the procurement of the above referenced equipment. Once vendor(s) are selected, CNFA will issue Blanket Purchase Agreement (s), followed by purchase orders for the equipment quoted by the vendor, up to the maximum stipulated later in this RFQ.

Delivery place: Addis Ababa, Ethiopia.

Please submit the bid for the equipment described in the attached pages in accordance with the instructions and terms and conditions of the RFQ as described below.

This RFQ includes the following sections:

1. Offer Deadline and Protocol
2. Questions/Clarifications
3. Prohibited Sources



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4. Eligibility of Offerors
5. Quotations
6. Terms and Conditions of the RFQ
7. Basis of Award
8. Negotiations
9. Place of Performance
10. Payment and Award
11. List of Equipment
12. Technical Specifications

Attachment 1: Cover Letter

All correspondence and/or inquiries regarding this Request for Quotation must be in accordance with the instructions contained in this RFQ. Failure to comply with the instructions described in this RFQ may lead to disqualification of an offer from consideration.

1. OFFER DEADLINE AND PROTOCOL

Offers must be received no later than 15:00, Addis Ababa, East Africa Standard Time, on 9 February 2016. Late offers will not be considered by AGP-LMD and must be sent by e-mail to the party listed below on or before the designated offer receipt date and closing time. Please indicate RFQ-AGP-LMD-032 on the subject line of your e-mail.

Mr. Ashenafi Gebremedhin
Procurement and Logistics Manager
USAID/Agricultural Growth Program – Livestock Market Development Project
Agricultural Growth Program – Livestock Market Development Project
CMC Road – Opposite Civil Service College
Palm Building 3rd Floor
P.O. Box 20451
Code 1000
Addis Ababa, Ethiopia
Email: agebremedhin@livestockmarketdevelopment.com

2. QUESTIONS/CLARIFICATIONS

All questions and/or clarifications regarding this RFQ must be in writing and can be submitted to agebremedhin@livestockmarketdevelopment.com. Questions and requests for clarification must be received by email no later than 15:00, Addis Ababa, East Africa Time Zone, on Friday 5 February 2016. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification—and the responses thereto—that CNFA believes may be of interest to other offerors will be circulated to all RFQ recipients who have indicated an interest in bidding.

Only the written answers issued by CNFA will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal information received from employees of CNFA or any other entity should not be considered as an official response to any questions regarding this RFQ.



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3. PROHIBITED SOURCES

The following applies to this RFQ, all related correspondence, and any resulting subcontract:

- A. No items, items with components from, that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries may be offered: Burma (Myanmar), Cuba, Iran, North Korea, (North) Sudan and Syria. Related services include incidental services pertaining to any/all aspects of this work to be performed under a resulting subcontract (including transportation, fuel, lodging, meals, and communications expenses).

4. ELIGIBILITY OF OFFERORS

In accordance with Federal Acquisition Regulation Clause 52.209-6, "Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment," (OCT 2015), all offerors must certify that they are not debarred, suspended, or proposed for debarment by the USG. AGP-LMD will not award a subcontract to any firm or firms' principals who are debarred, suspended, or proposed for debarment, or who proposes to do business with firms (including subcontractors) or firms' principals who are debarred, suspended, or proposed for debarment, in the performance of the requirement of this activity.

5. QUOTATIONS

Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery and all other costs. Pricing must be presented in USD. Offers must remain valid for not less than 30 calendar days after the offer deadline. Offerors are requested to provide quotations for each of the sub sections in Section 12 separately on official letterhead or format; in the event this is not possible, offerors may complete the table in Section 12 by choosing the subsection of their interest.

In addition, offerors responding to this RFQ are requested to submit the following:

- A separate quotation for each of the sub sections below Section 12. All quotations should be submitted within the same envelope or package.
- Organizations responding to this RFQ are requested to submit a copy of their official registration or business license.
- Individuals responding to this RFQ are requested to submit a copy of their identification card.
- Interested vendors should also submit the following information:
 - Bidder's full legal name, contact information, and the name of the authorized representative;
 - List of similar services performed during the last few years (preferably in Ethiopia);
 - The duration of the validity of the quotation. The duration of validity of the quotation should be no less than 30 days;
 - Warranty and aftersale services.

6. TERMS AND CONDITIONS OF THE RFQ

Issuance of this solicitation does not in any way obligate AGP-LMD to award a subcontract, nor does it commit AGP-LMD to pay for costs incurred in the preparation and submission of the offer. AGP-LMD



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reserves the right to make revisions to the content and order of the provisions in the actual purchase document prior to execution by AGP-LMD and the selected awardee.

Please note This solicitation is subject to the following terms and conditions:

- (a) Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
- (b) Any award resulting from this RFQ will be in the form of a Blanket Purchase Agreement, which is a simple method by which CNFA will fill anticipated repetitive needs for equipment up to a maximum amount. Once vendor(s) are selected, CNFA will issue Blanket Purchase Agreement (s), followed by purchase orders for the equipment quoted by the vendor, up to the maximum stipulated later in this RFQ.
- (c) No commodities or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Burma (Myanmar), Cuba, Iran, North Korea, (North) Sudan, Syria
- (d) Preference is for offerors who can supply locally, or have established businesses or representations in Ethiopia or East Africa.
- (e) **Any international air or ocean transportation or shipping carried out under any award resulting from this RFQ must take place on U.S.-flag carriers/vessels. Any additional costs resulting from shipping the goods via U.S. flag should be factored into the final prices presented by the offerors.**
- (f) United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.
- (g) The title to any goods supplied under any award resulting from this RFQ shall pass to CNFA following delivery and acceptance of the goods by CNFA. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to CNFA.
- (h) Prices should clearly indicate, in separate lines, the basic price, and any additional taxes, including but not limited to VAT, customs, duty etc.
- (I) All offers should be submitted in English as well as the local language if desired by the vendor.

7. BASIS FOR AWARD

The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and is determined via a trade-off analysis to be the best value based on application of the criteria below. A Review Panel, appointed by the AGP-LMD project, will evaluate quotations submitted by eligible firms in accordance with the following:

- **Technical – 28%:** Responsiveness to the technical specifications and requirements.
- **Delivery – 35%:** The speed of delivery.
- **After-Sales Services – 10%:** The ability for the offeror to provide after-sales services, including warranty and routine maintenance, particularly in the areas outside of the capital city. Service center(s) will be evaluated on ability to be equipped with tools, staffed with technical personnel, and stocked with spare parts for after-sales service.
- **Price – 27%:** The overall cost presented in the offer.

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, the offer may be deemed “non-responsive” and thereby disqualified from consideration. CNFA reserves the right to waive immaterial deficiencies at its discretion.



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8. NEGOTIATIONS

Best-offer quotations are requested. It is anticipated that award will be made solely on the basis of these original quotations. However, CNFA reserves the right to:

- Conduct negotiations with and/or request clarifications from any offeror prior to award;
- While preference will be given to offerors who can address the full technical requirements of this RFQ, CNFA may issue a partial award or split the award among various suppliers, if in the best interest of the AGP-LMD Project;
- Cancel this RFQ at any time.

9. PLACE OF PERFORMANCE

The delivery location for the items described in this RFQ is Addis Ababa, Ethiopia. As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the delivery timeframe (after receipt of order). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.

10. PAYMENT AND AWARD

The Blanket Purchase Agreement will be awarded to the offeror whose quotation represents the best value to AGP-LMD. The payment will be made through a Blanket Purchase Agreement between AGP-LMD and the offeror for fulfilling subsequent Purchase Orders.

Bidders are responsible for ensuring that their offers are received in accordance with the instructions stated herein. Failure to adhere to the instructions described herein may lead to a quotation's disqualification from consideration.

The negotiated purchase order/contract is subject to AGP-LMD terms and conditions.

Please note that in submitting a quotation, the bidder understands that USAID is not a party to this RFQ. Therefore the bidder agrees that any protest hereunder must be presented — in writing with full explanations — to AGP-LMD for consideration, as USAID will not consider protests regarding procurements carried out by implementing partners. CNFA, the implementer of AGP-LMD, at its sole discretion, will make a final decision on the protest for this procurement.

11. LIST OF EQUIPMENT

Generators:

- 1- 10 KVA Generators
- 2- 15 KVA Generators
- 3- 22 KVA Generators
- 4- 25 KVA Generators

Refrigerators and Deep Freezers:

- 1- Refrigerator
- 2- Deep Freezers
- 3- Product Display Refrigerators



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Water Tanks:

- 1- Water Tank (5000 litres)
- 2- Water tanks (3000 litres)

12. TECHNICAL SPECIFICATIONS

The table below contains the technical requirements of the commodities/services. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format separately for each sub section. In the event that this is not possible, offerors may complete the table below by choosing the subsection of their interest, and submit a signed/stamped version to AGP-LMD.

GENERATORS

Line Item	Description	Specifications	Qty	Items and Specifications Offered	Unit Price Birr	Total Price Birr
1	Generator	Diesel Generator 10 KVA	4	Sound Proof		
2	Generator	Diesel Generator 15 KVA	6	Sound Proof		
3	Generator	Diesel Generator Set 22 KVA	1	Stand by power 22KVA/17.6KW Sound proof Frequency 50 Hz, 3 Phase, Line Voltage/Phase Voltage: 400 V, Power Factor 0.8		
4	Generator	Diesel Generator 25 KVA	3	Sound Proof		
				Subtotal:		
				Delivery Costs:		
				Other Costs (Describe: _____):		
				GRAND TOTAL USD:		

Delivery time (after receipt of order): _____ calendar days

Length of warranty on offered equipment: _____ years

Location of service center(s) for after-sales service, including warranty repair: _____

3.2. Refrigerators and Deep Freezers

Line Item	Description and Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
	Refrigerator	11	400 litres, standing food preservative Glory Refrigerator Model LG 400		



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	Refrigerator	4	600 litres, standing fridge, Refrigerator (Model CG 600)		
	Deep Freezers	17	500 litres, UGUR chest deep freezer, Model UCF 500		
	Product display Refrigerators	4	820 litres Model LG 1000, 2 glass doors		
	Product Display	20	600 litres Model LG 600		
				Subtotal:	
				Delivery Costs:	
				Other Costs (Describe: _____):	
				GRAND TOTAL USD:	

Delivery time (after receipt of order): _____ calendar days

Length of warranty on offered equipment: _____ years

Location of service center(s) for after-sales service, including warranty repair: _____

3.3. Water tanks

Line Item	Description	Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
	Water Tank		2	5000 lt		
	Water Tank		1	3000 lt		
						Subtotal:
						Delivery Costs:
						Other Costs (Describe: _____):



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GRAND TOTAL USD:	
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Delivery time (after receipt of order): _____ calendar days

Length of warranty on offered equipment: _____ years

Location of service center(s) for after-sales service, including warranty repair: _____



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Attachment #1: Cover Letter

The following cover letter must be placed on letterhead and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:

To: Ashenafi Gebremedhin,
Procurement and Logistics Manager
Agricultural Growth Program – Livestock Market Development Project
CMC Road – Opposite Civil Service College
Palm Building 3rd Floor
P.O. Box 20451
Code 1000
Addis Ababa, Ethiopia

Reference: RFQ-AGP-LMD-032

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer to perform all work required to complete the activities and requirements as described in the above-referenced RFQ. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFQ. We further certify that the below-named firm—as well as the firm’s principal officers and all commodities and services offered in response to this RFQ—are eligible to participate in this procurement under the terms of this solicitation and under USAID regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

- We have no close, familial, or financial relationships with any CNFA or AGP-LMD project staff members;
- We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced RFQ; and
- The prices in our offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- All information in our proposal and all supporting documentation is authentic and accurate.
- We understand and agree to CNFA’ prohibitions against fraud, bribery, and kickbacks.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

Authorized Signature: _____

Name and Title of Signatory: _____

Date: _____



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Company Name: _____

Company Address: _____

Company Telephone and Website: _____

Company Registration or Taxpayer ID Number: _____

Does the company have an active bank account (Yes/No)? _____

Official name associated with bank account (for payment): _____