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## Agricultural Growth Program- Livestock Development Market

### Request for Quotation (RFQ)

<b>RFQ Number:</b>	031
<b>Issuance Date:</b>	22 January 2016
<b>Deadline for Offers:</b>	15:00, Addis Ababa, East Africa Time Zone, 12 February 2016
<b>Description:</b>	Supply of Artificial Insemination, Upscaling, Transportation, Medical and other Equipment
<b>For:</b>	Agricultural Growth Program – Livestock Market Development (AGP-LMD) Project
<b>Funded By:</b>	United States Agency for International Development Contract No. AID-663-C-12-00009
<b>Implemented By:</b>	CNFA
<b>Point of Contact:</b>	Ashenafi Gebremedhin, Procurement and Logistics Manager USAID/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
4. Eligibility of Offerors
5. Quotations



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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 12 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-031 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](mailto: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](mailto: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 Tuesday 2 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 90 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 90 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 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.



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

- (a) CNFA's standard payment terms are net 30 days after receipt and acceptance of any commodities or deliverables. 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, as required, 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 – 30%:** Responsiveness to the technical specifications and requirements.
- **Delivery – 30%:** 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 – 30%:** 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. Failure to adhere to this time estimate may be considered a breach of contract and result in termination of the order

### **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**

#### **Insemination Equipment**

1. Liquid Nitrogen Container of (2 Liter or 3 Liter)
2. Liquid Nitrogen Container (35 Liter) with goblets
3. Artificial Insemination Gun with Ring for 0.25 Straw
4. Thermos flask of 1lt
5. Universal sheath
6. Sheath container (Case tube)
7. Plastic apron
8. Plastic rectal glove
9. Artificial Insemination Leather bag for handling of 2 or 3 liter LN2 container



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10. Liquid nitrogen level measuring rod
11. Sterilizer for Artificial Insemination Gun
12. Goblet for Thawing

### **Milk Chilling Tanks**

1. Milk Chilling Tanks
2. Components
3. Spare parts for maintenance
4. Installation and commissioning fees tank delivery and basic training on proper utilization and maintenance.

### **Transport Equipment**

1. Motorbike with Windscreen
2. Protective Clothing
3. Helmet

### **Medical Equipment**

1. Straight scissors
2. Straight forceps
3. First aid kit
4. Digital thermometer
5. Timer watch

### **General Equipment**

1. Funnel
2. Kerosene stove
3. Overalls

## **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.

### **12.1. Insemination Equipment**

Line Item	Description	Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
1	Liquid Nitrogen container of (2 Liter or 3 Liter)	<ul style="list-style-type: none"> <li>Highly durable and excellent quality/performance,</li> <li>Suitable for field use</li> <li>Easy to handle/ portable</li> <li>Daily evaporation loss of liquid nitrogen less than 0.2 liter/24 hours</li> <li>Extended holding time not less than 6 days</li> </ul>	Up to 100			





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		<ul style="list-style-type: none"> <li>Field holding time not less than 4 days</li> <li>With 3-5 stainless-steel canisters as per the model of the container with 1 liquid nitrogen level measuring rod</li> <li>Supported with original catalog</li> </ul>				
2	Liquid Nitrogen container (35 Liter) with goblets	<ul style="list-style-type: none"> <li>Highly durable and excellent quality/performance,</li> <li>Suitable for field use</li> <li>Easy to handle/ portable</li> <li>Daily evaporation loss of liquid nitrogen less than 0.2 liter/24 hours</li> <li>With 6 stainless-steel canisters and 12 Goblets as per the model of the container, with low liquid nitrogen level detector alarm with 1 liquid nitrogen level measuring rod</li> <li>Supported with original catalog</li> </ul>	<b>Up to 200</b>			
3	Artificial Insemination Gun with Ring for 0.25 Straw	<ul style="list-style-type: none"> <li>Made of stainless -steel</li> <li>Ring style with plastic ring and with one additional replacement ring</li> <li>Universal size - applicable for mini straws (0.25cc) and medium straw (0.50 cc)</li> </ul>	<b>Up to 200</b>			
4	Thermos flask of 1lt	<ul style="list-style-type: none"> <li>Double walled stainless- steel vacuum flask</li> <li>Holding capacity of 1 liter</li> <li>Maintain the temperature of warm water for not less than 12 hours</li> <li>Specially made for use in field AI-service</li> <li>Should be durable</li> </ul>	<b>Up to 200</b>			
5	Universal sheath	<ul style="list-style-type: none"> <li>Universal sheath to cover AI-gun with the semen straw</li> <li>Split type</li> <li>Packed in 50 pieces</li> </ul>	<b>Up to 200</b>			
6	Sheath container (Case tube)	<ul style="list-style-type: none"> <li>Hard plastic tube to hold 50 pieces of sheath</li> <li>Provide protection of sheath in the field AI service activities</li> <li>Cylindrical tube with fittings at the open side to allow easy withdrawal of sheath</li> </ul>	<b>Up to 200</b>			
7	Plastic apron	<ul style="list-style-type: none"> <li>Extra-large size</li> <li>Inclusive cape</li> <li>Half arm length</li> <li>Inside synthetic and outside canvas</li> <li>Suited to tie on the waist</li> <li>Durable</li> </ul>	<b>Up to 200</b>			
8	Plastic rectal glove	<ul style="list-style-type: none"> <li>90cm length /Arm-length/ plastic glove of 5 fingers</li> <li>Strong, with very high sensibility 100% polyethylene</li> <li>Delivered in dispenser boxes each 100 pieces.</li> </ul>	<b>Up to 100</b>			
9	Artificial Insemination	<ul style="list-style-type: none"> <li>Must have either a shoulder strap or be a</li> </ul>	<b>Up to</b>			



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	Leather bag for handling of 2 and 3 liter LN2 container	backpack style. <ul style="list-style-type: none"> <li>With compartments to accommodate 2-3 liters liquid nitrogen container, thermos flask, case tube with sheath, gloves, scissors, forceps, towels</li> <li>Bag size minimum: length 46 cm; Height 50 cm; Width 18 cm.</li> </ul>	100			
10	Liquid nitrogen level measuring rod	<ul style="list-style-type: none"> <li>35 liter capacity, calibrated in milliliter</li> </ul>	Up to 200			
11	Sterilizer for AI gun		Up to 100			
12	Goblet for thawing (number)		Up to 200			
	<b>Subtotal:</b>					
	<b>Delivery Costs:</b>					
	<b>Other Costs (Describe: _____):</b>					
	<b>GRAND TOTAL USD:</b>					

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: \_\_\_\_\_

\_\_\_\_\_

### 12.2. Milk Chilling Tanks

Line Item	Description and Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
1	Milk Chilling Tanks, 2000 liter, <b>specifications are below</b>	Up to 100			
	(Two compartments), working with single phase, 220-230V 50Hz electricity supply, use of Freon R22 as refrigerant, SUS 304 compressor, heat preservation with PU material, jacketed tank at top with vertical mixing, airtight manhole, breathing valve, adjustable feet, CIP cleaning ball.				
	Spares for maintenance over first 12 months of use, e.g. gaskets, seals, filters, sensors if relevant, etc.				
	Installation and commissioning for all tanks delivered, including basic training on proper utilization and maintenance.				
Subtotal:					
Delivery Costs:					
Other Costs (Describe:_____):					





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<b>GRAND TOTAL USD:</b>	
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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: \_\_\_\_\_

\_\_\_\_\_

### 12.3. Transport Equipment

Line Item	Description	Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
1	Motorbike 125cc with windscreen and carrier box	2 or 4 cycle engine; Offroad/Enduro type frame and tires; windscreen of certified safety plastic or glass; box carrier of unbreakable material, carrying capacity 15-20 lts and weight-bearing capability 20 kgs; lockable.	Up to 100			
2	Protective clothing	Full sleeve jacket made of rip-proof material; 50 Medium and 50 Large sizes.	Up to 100			
3	Helmet	Must be certified by recognized safety association as appropriate for motorcycle use; includes safety goggles for eye protection.	Up to 100			
<b>Subtotal:</b>						
<b>Delivery Costs:</b>						
<b>Other Costs (Describe: _____):</b>						
<b>GRAND TOTAL USD:</b>						

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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### 12.4. Medical Equipment

Line Item	Description	Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
1	Straight scissors	<ul style="list-style-type: none"> <li>Made of stainless-steel to cut semen straw</li> <li>Straight shape, length of about 28 cm</li> <li>Durable for field use</li> </ul>	Up to 300			
2	Straight Forceps	<ul style="list-style-type: none"> <li>Made of stainless-steel</li> <li>Medium sized to ensure better holding of straw</li> <li>Durable for field use</li> </ul>	Up to 300			
3	First Aid kit	<ul style="list-style-type: none"> <li>Must be approved by a recognized medical association and may not weigh more than 2 kgs.</li> </ul>	Up to 100			
4	Digital thermometer	<ul style="list-style-type: none"> <li>Encased in unbreakable material</li> <li>Measuring capacity up 80-100oc</li> <li>Used for thawing warm water measuring in degree oc</li> <li>Clearly readable indicator</li> </ul>	Up to 200			
5	Timer watch	Digital timer	Up to 100			
<b>Subtotal:</b>						
<b>Delivery Costs:</b>						
<b>Other Costs (Describe: _____):</b>						
<b>GRAND TOTAL USD:</b>						

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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### 12.5. General Equipment

Line Item	Description	Specifications	Qty	Items and Specifications Offered	Unit Price USD	Total Price USD
1	Funnel	Made of plastic or other unbreakable material with sieve; 20 cm diameter.	Up to 200			
2	Kerosene stove	Twin burner, floor mounted, locally available spare parts.	Up to 100			
3	Overalls	Heavy, washable material.	Up to 200			
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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



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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 3<sup>rd</sup> Floor  
P.O. Box 20451  
Code 1000  
Addis Ababa, Ethiopia

Reference: RFQ-AGP-LMD-031

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’s 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): \_\_\_\_\_