

Date: OCTOBER 22, 2013
To: Company name:
Contact information:

Subject: Request for quote for Supply of set of Grading Equipment

RFQ number: J0802- 022-2013

ACDI/VOCA is seeking quotes for the supply and delivery of goods quality set of grading equipment listed in the attached item description/specification table.

All quotes provided should meet the specification(s) listed and include the following information:

- **Delivery/Performance Terms:**
All items listed in the attachment must include transportation costs to the following location:
“ACDI/VOCA OFFICE, MEGENAGNA DIASPORA SQUARE, MARATHON BUILD. 4TH FLOOR, ADDIS ABABA, ETHIOPIA.”
- **Delivery/Performance Period: NOVEMBER 5, 2013 TO NOVEMBER 25, 2013**
- **Warranty information**
- **Replacement guarantee for defects while transporting to the buyer’s address**
- **Guarantee that equipments are readily available**
- **Wire banking information**

Quote Submission Deadline:

Date: OCTOBER 28, 2013

Time: 5:00 p.m. EAT

Mode of Submission of Quote:

Quote(s) shall be submitted in writing to:

Name:	Monique Tamirat/Belachew Damte
Address:	MEGENAGNA DIASPORA SQUARE, MARATHON BUILD. 4TH FLOOR
Email:	mtamirat@acdivocaeth.org / bdamte@acdivocaeth.org
Phone:	TEL (251)-116-620-685

Special Conditions

Source and Nationality Information

ACDI/VOCA retains the right to request an original certificate of source for any item being procured under this RFQ. No items may be provided from a restricted country or prohibited source and must be available in country at the time of purchase. Restricted countries currently include, but are not necessarily limited to, Cuba, Iran, Libya, North Korea and Syria.

Validity of Quotes

Quotes submitted shall remain open for **acceptance for 30 days from the last date** specified for receipt of quotes. The selected Bidder(s) shall supply the amounts of goods requested at the quoted prices for the delivery/performance period specified in this RFQ.

Minimum Bidder Qualifications

Offerors submitting response to the RFQ must:

- (1) Be eligible to receive USAID funds and
- (2) Not have been identified as a terrorist.
- (3) Provide tax ID, registration certificate, tax clearance, etc.
- (4) Satisfactory records of performance history, integrity and business ethics

Basis of Selection

Bidders should provide their lowest competitive quotes. All Bidders will be notified in writing should there be a significant change to the listed requirements. A Purchase Order will be issued to the responsible Bidder that is judged to be most advantageous to ACDI/VOCA in terms of quality of service, delivery schedule and cost. ACDI/VOCA may accept any item or group of items of a bid. ACDI/VOCA reserves the right to make an award on any item for a quantity less than the quantity stated, at the unit prices quoted.

ACDI/VOCA may reject any quote that is determined to be nonresponsive. A responsive quote is one that complies with all terms and conditions of the RFQ. A quote must be complete, signed by an authorized signatory and delivered no later than the submission time and date indicated on the first page of this RFQ. ACDI/VOCA may reserve the right to waive any minor discrepancies in a quote.

This RFQ does not legally obligate ACDI/VOCA to award a contract. ACDI/VOCA reserves the right to fund/award any or none of the submitted quotes. No commitment is made, either expressed or implied, to compensate Bidders for costs incurred in the preparation and submission of their quotes.

ACDI/VOCA will evaluate bids based on a best value determination. The following factors will be considered during the evaluation:

TECHNICAL SCORES	POINTS*
Eligibility	Reject/Accept
Completeness of bid document	Reject/Accept
Technical Approach/Specs	25
Company Capabilities and Past Performance/References	15
Presence of Offeror in Region of Country for delivery/performance	10
Price or Cost Proposal	25
Delivery Schedule (timeliness)	15
Warranty	10
Total Technical Score	100

Anti-Terrorism Certification

The Bidder, to the best of its current knowledge, did not provide within the previous 10 years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts.

The Bidder also verifies that it does not appear on 1) the website of the Excluded Party List: www.sam.gov 2) the website of the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the “1267 Committee”): http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml or 3) the website of the Office of Foreign Assets Control: <http://sdnsearch.ofac.treas.gov>.

Response to Request for Quotes

Date:

To: ACDI/VOCA Insert contact name on page 1
From: Company name Insert contact info here
Subject: Response to RFQ number: Insert RFQ number here

The following quote is submitted in response to the RFQ from ACDI/VOCA for the following items. This quote takes into consideration any additional specifications listed on page one (1) of the RFQ.

Proposed Delivery Date: _____

The delivery/performance terms of the above items include transportation costs to the following location:

“ACDI/VOCA OFFICE, MEGENAGNA DIASPORA SQUARE, MARATHON BUILD. 4TH FLOOR, ADDIS ABABA, ETHIOPIA.”

Anti-Terrorism Certification

The Bidder, to the best of its current knowledge, did not provide within the previous 10 years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts.

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The undersigned declares that he or she is authorized to sign on behalf of the company named above and to bind the company to all conditions and provisions stated in the original RFQ document from ACDI/VOCA.*

This quote is valid for _____ days.

Printed Name Title Signature Date

*This form is for the convenience of the Bidder. Should the Bidder choose to present this information in another format, this cover page must be presented and signed to signify consent as identified above.

Annex: 1

List of grading equipment and specification

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SER No	ITEM	SPECIFICATION	QUANTITY/Pcs	UNIT PRICE	TOTAL
1	HAND HELD GRAIN MOISTURE TESTER WITH BAG	WORK WITH DRY CELL. CALIBRATED TO TEST & DISPLAY THE MOISTURE CONTENT OF WHEAT, MAIZE, SESAME COFFEE CHICKPEA AND OTHER CEREALS, PULSES AS WELL AS OILSEEDS. EASY TO OPERATE AND CONVENIENT FOR FIELD WORK.	162		
2	SAMPLE DRAWER TOOLS WITH SHEATH		178		
2.1	SESAME TRIER WITH SHEATH	USED TO DRAW SESAME SAMPLE FROM BAGGED CONSIGNMENT. HAVING 12" LENGTH AND INTERNAL OPENING WITHOUT PARTITIONS. MADE UP OF ALUMINUM WITH SMOOTH FINISHING.	28		

2.2	MAIZE, CHICKPEA AND COFFEE SAMPLE DRAWER PROBE WITH SHEATH	13" INTERNAL HOLE WITHOUT PARTITION USED TO DRAW SAMPLE FROM BAGGED COMMODITIES. HAVING SMOOTH FINISHED END POINT. MADE UP OF ALUMINUM.	96		
2.3	BAG TRIER WITH SHEATH	11-5/8" USED TO DRAW WHEAT SAMPLE FROM BAGGED CONSIGNMENT. HAVE INTERNAL OPENING WITHOUT PARTITION AND WITH SMOOTH EDGE. MADE UP OF NON STAINLESS STEEL OR ALUMINUM.	54		
3	GRAIN SAMPLE SPLITTER/DIVIDER WITH CHUTES	MADE UP OF STAINLESS STEEL OR ALUMINUM. HAVE UP TO 14 CHUTES WITH 4 RECEIVING PANS AND ONE SCOOP AND BRUSH. USED TO DIVIDE GRAIN SAMPLE IN TO TWO EQUAL HALVES.	162		
4	TOP LOAD BALANCE	AUTO CALIBRATED. WEIGHING PRECISION 0.1G; MAXIMUM CAPACITY 500GM. RUST PROOF WEIGHING PAN. DIGITAL DISPLAY WITH INBUILT BATTERY. SIMPLE TO OPERATE AND CONVENIENT FOR FIELD WORK.	162		
5	ROUND COMMERCIAL HAND SIEVES WITH BOTTOM PAN USED FOR DIFFERENT SIZED GRAIN KERNELS	HAVE ROUND, SLOTTED, OBLONG HOLES/ PERFORATIONS .USED TO SEPARATE UNDER SIZED & BROKEN KERNELS DUST PARTICLES FROM WHEAT, MAIZE, CHICKPEA, COFFEE & SESAME. MADE UP OF ALUMINUM OR STAIN LESS STEEL.	178		
5.1	ROUND COMMERCIAL SIEVES FOR MAIZE SAMPLE	HAVE 12/64" ROUND HOLE/PERFORATION WITH BOTTOM PAN	48		
5.2	ROUND COMMERCIAL SIEVES FOR CHICKPEA & COFFEE SAMPLE	HAVE 8/64" ROUND HOLE/PERFORATION WITH BOTTOM PAN	48		
5.3	ROUND COMMERCIAL SIEVES WITH BOTTOM RECEIVING PAN.	HAVE 0.1" ROUND HOLE/PERFORATION USED FOR SESAME SEED SAMPLE FROM DUST PARTICLES	28		
5.4	SLOTTED PRECISION SIEVE WITH ROUND BOTTOM PAN	5/64"x3/4" USED FOR SCREENING SMALL SIZED KERNELS AND FOREIGN MATTERS FROM WHEAT SAMPLE. MADE UP OF STAINLESS STEEL & ROUND IN SHAPE	54		
		TOTAL			