

**BIDDING DOCUMENT**

**PROCUREMENT OF MICRONUTRIENT POWDER (8,100 BOXES)**

**FOR THE CHILDREN WHO ARE UNDER 5 YEARS OLD IN WILYA YA KATI.**

**(27 PHCU UNGUJA IN ZANAIBAR)**

GOOD PEOPLE INTERNATIONAL TANZANIA(GPIT)

ZANZIBAR AREA OFFICE

P.O.BOX 694

KIDIMDNI, ZANZIBAR

EMAIL : [crystal@goodpeople.or.kr](mailto:crystal@goodpeople.or.kr) / [yeompureun@gmail.com](mailto:yeompureun@gmail.com)

INVITATION FOR BID(IFB)

Bid No. GPIZ/ZAO/002/2024

FOR

PROCUREMENT OF MICRONUTRIENT POWDER (8,100 BOXES) FOR CHILDREN WHO  
ARE UNDER 5- YEAR- OLD IN WILAYA YA KATI.

(27 PHCU UNGUJA IN ZANAIBAR)

1. Good People International Tanzania(GPIT) has set aside funds during the financial year It is intended that part of the funds will be used to cover eligible payments under the contract for the Procurement of Micronutrient Powder for Children who are under 5 years old in Wilaya ya Kati. (27 PHCU Unguja in Zanzibar.)
2. Good People International Tanzania(GPIT) Zanzibar Area Office invites sealed bids from eligible suppliers who meet the requirements and specialize in the supply of Micronutrient powder.
3. Bidders may request a clarification of the bidding document only up to Three (3) days before the Bid submission deadline by sending by email to [crystal@goodpeople.or.kr](mailto:crystal@goodpeople.or.kr) and [yeompureun@gmail.com](mailto:yeompureun@gmail.com)
4. Tenders should be delivered directly (hand delivery to our located in along – 26 Kitumba Kidimni Wilaya ya Kati, Zanzibar, Tanzania until 6th August 2024. After the notice period closes, the Tender selects the final companies through document screening and, if necessary, face-to-face interviews through public opening and closing of bids.

### **BID DATA SHEET (BDS)**

Part of the Instruction to Suppliers used to reflect specific terms and assignment conditions.

Procurement Details	Supply of Micronutrient Powder to 8,100 children in Wilaya ya Kati (Kati district) in Unguja and Zanzibar, the Micronutrient powder should be delivered to <u>26 Kitumba Kidimndi Wilaya ya Kati(Kati district)</u> <b>[PO Box. 694 Zanzibar]</b>
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	Zanzibar, Tanzania. International Tanzania(GPIT)is going to distribute Micronutrient powder to children in 27 PHCUs in Wilaya ay Kati, Zanzibar.
Period of Service	Period for supplies of Micronutrient Powder within 3 months after Contract signing or issued Local Purchaser Order.
Tender Validity Period	Bids remain Valid for 60 days after the submission date.
Language of Tender	The Tender prepared by the Tender, as well as all correspondence and documents relating to the Tender exchanges by the Tenderer and Good People International Tanzania(GPIT) shall be written in the <b>English Language</b> .
Preparation and Instructions for Bid Submission	The bidder shall seal the two envelopes <b>(both Technical and Financial bids in two separate envelopes)</b> . One envelope was marked as "Technical bid" and another envelope was marked as "Financial Bid". The two envelopes should be put in one outer cover marked <b>"Tender No. GPIT/ZAO/001/2024 PROCUREMENT OF MICRONUTRIENT POWDER (8,100 BOXES) FOR THE CHILDREN WHO ARE UNDER 5-YEAR-OLD IN WILAYA YA KATI(KATI DISTRICT) IN ZANZIBAR. (27 PHCU UNGUJA IN ZANZIBAR)"</b>  <b>NB:</b> Submitted tenders will not be considered for further evaluation when instructions are not followed.
Receipt, and Opening of Tenders	The completed Technical and Financial Bids must be delivered at Good People International Tanzania(GPIT) Zanzibar Office on or before the time and date stated.  Any bid received after the closing time for submission of bids shall be returned to the respective Supplier unopened.  After the deadline for submission of Bids, the tender document shall be opened immediately by the Tender Committee.
Evaluation of Tenders	<u>Evaluation of Technical Bids</u> The evaluation committee appointed by the GPIT shall evaluate

	<p>the technical bids based on their responsiveness to Instructions to bid, applying the evaluation criteria as follows: -</p> <p><b>CRITERIA</b></p> <p><b>1. Eligibility of supplier</b></p> <p>Company Profile (Include detailed information about products and services). Certificate of Registration /Incorporation Business License TIN and VRN Certificate Tax Clearance Certificate Anti Bribery Policy Litigation History Bank reference letter or Recent 6 6-month bank statement. *All documents should be up to date and related to the field applied. *If the supplier does not submit any of the documents, they will not proceed to the next evaluation process.</p> <p><b>2. General experiences of Supplier(70Marks)</b></p> <p>Minimum 5 years of experience in supplying MNP to International NGOs/non-profit organizations/ medium to large multinational corporations <b>(15Marks)</b>. Provide at least 3 Clients served in the last 5 years both International NGOs/non-profit organizations /medium to large multinational corporations <b>(15 Marks)</b>. Provide at least 5 references of framework agreement contract or Local Purchase Order of a minimum value of TZS 10 million ( with proof of business transactions such as Deposit slip, cheque, and EFD receipt copies) between Food supply companies and International NGOs/Non-profit organizations/medium to large multinational corporations. <b>(40 Marks)</b>. *Past experience submitted should be similar to the tender announced. *The Minimum Technical Score required to Pass : <b>50Marks</b></p>
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	<p><b>3. Evaluation of Financial Bid (30 Marks)</b></p> <p>After the technical Proposal evaluation, firms that have secured the minimum qualifying mark for their Financial Proposal will be evaluated.</p> <p><b>Criteria</b></p> <p>Financial Strength</p> <ul style="list-style-type: none"> <li>- Recent duly audited account (Last two years)</li> </ul> <p><b>(5 Marks)</b></p> <p>(Bidder to include acknowledgment certificate for financial statement upload to TRA and ZSSF website or stamped by TRA and ZSSF).</p> <ul style="list-style-type: none"> <li>- Bank Reference Letter <b>(5 Marks)</b></li> </ul> <p>Financial Score <b>(20 Marks)</b></p> <p>Month bank statement, they will not proceed to the next evaluation process.</p> <p>Based on Financial Xcore *Sf) formulae</p> $Sf = Clow/ C * W$ <p>Whereas;</p> <p>C= Evaluated Proposal Cost</p> <p>C low=The lowest of all Evaluated Proposal Costs among responsive Proposals</p> <p>W= Weight for Financial score (30 Points)</p> <p>The Bidder achieving the highest combined technical and financial score will be considered a successful bidder. The combined technical and financial score is calculated: Technical Score + Financial Score</p>
Negotiation	<p>Before the contract signing, GPIT may require a Negotiation discussion with the successful bidder relating to the following areas.</p> <ul style="list-style-type: none"> <li>A minor alteration to the technical details of the statement of requirements;</li> <li>A minor amendment to the conditions of Contract;</li> <li>Delivery arrangements;</li> </ul>

	<p>Clarifying details that were not apparent or could not be finalized at the time of tendering; or</p> <p>Price.</p> <p>All tenders will be informed (via email) of the outcome of their price proposals following tender evaluation and any necessary clarifications. Potential outcomes can be:</p> <p>Notification of award of contract.</p> <p>Notification of Regret.</p> <p>GPIT will award the Contract to the Tenderer whose tender has been determined to be substantially responsive to the tendering documents</p>
Inspection and test	<p>Micronutrient powders must be inspected and tested by the Zanzibar Food and Drug Agency. The contractor must assist with related procedures, including providing samples for this inspection, and additional information may be requested by GPIT depending on the inspection results. Additionally, if the test results are not approved, the contract will be terminated.</p>
Performance of Service	<p>In contract execution supplier should consider the following,</p> <p>Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation.</p> <p>Items or services should be delivered to Good People International Tanzania(GPIT) Office Zanzibar.</p>
Currency and Payment	<p>The currency and invoices in which all prices and rates shall be tendered, and which payments under the contract will be paid, shall be in <b>Tanzania Shillings</b>.</p> <p>GPIT pays the down payment in two parts: down payment and balance. During delivery, the Supplier shall provide a delivery Note, Invoice, and EFD receipt. The payment will be made to the respective Account of the Supplier or Company.</p>
Termination of contract	<p>GPIT will terminate the Agreement If,</p> <p>Late deliveries occur during the performance of contract.</p> <p>Supplier decides to change Item Brand without GPIT consent.</p> <p>The supplier doesn't adhere to the Ethical Standards.</p>
Corrupt or	<p>GPIT requires that bidders observe the highest standards of</p>

<p>fraudulent Practices</p>	<p>ethics during the selection and award of contracts and also during the performance of the service or task.</p> <p>GPIT will reject a proposal for an award if it determines that the bidder recommended for awards has engaged in corrupt or fraudulent practices in competing for the contract in question. Bidders may raise any suspicion of misconduct or unfair treatment by email: crystal@goodpeople.or.kr/ yeompureun@gmail.com</p>
<p>Compliance with Safeguarding Policy</p>	<p>All tenders shall conform to GPIT Safeguarding Policy as below, Supplier shall comply with the Convention on the Rights of the Child which requires that a child shall be protected from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child’s education, or to be harmful to the child’s health or physical, mental, spiritual, moral or social development.</p> <p>Supplier shall take all appropriate measures to prevent sexual harassment and sexual exploitation and abuse of anyone by themselves or its employees, or related personnel controlled by the Supplier in execution of this work.</p> <p>Sexual activity with any person under the age of 18 is prohibited.</p> <p>Exchange of money, employment, goods, or goods for sex is prohibited. Any of these practices shall be grounds for elimination of participation in this tender.</p>

SCHEDULE OF REQUIREMENTS AND PRICES MICRONUTRIENT POWDER(MNP)  
FOR THE CHILDREN WHO ARE UNDER 5 YEARS OLD (8,100 BOXES)  
IN WILAYA YA KATI(KATI DISTRCIT) IN ZANZIBAR

S/N	Type of Item/Material	Specification Item / Material	Quantity	Unit	Unit Price	Amount
1	Supply of Micronutrient powder To provide MNP to 27 PHCU in wilaya ya KATI (KATI district) in Zanzibar.	Micronutrient powder	8,100	box		
					VAT(%)	
					TOTAL AMOUN	

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