

## Request for Quotations (RFQ)

RFQ Number: AMD-050  
Issuance Date: April 20, 2017  
Deadline for Offers: May 21, 2017  
Description: Feed Grinding and Mixing Unit  
For: U.S. Pakistan Partnership for Agricultural Market Development (AMD)  
Funded By: United States Agency for International Development (USAID)  
Implemented By: CNFA  
Point of Contact: Procurement Department

### \*\*\*\*\* ETHICAL AND BUSINESS CONDUCT REQUIREMENTS \*\*\*\*\*

CNFA is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical merit. CNFA expects suppliers to comply with our Standards of Business Conduct, available at <http://www.CNFA.com/OurStory/OurMissionAndValues/Pages/default.aspx>.

CNFA does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to both USAID and the Office of the Inspector General.

Employees and agents of CNFA are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to USAID and the Office of the Inspector General. In addition, CNFA will inform USAID and the Office of the Inspector General of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value or compensation to obtain business.

Offerors responding to this RFQ must include the following as part of the proposal submission:

- Disclose any close, familial, or financial relationships with CNFA or project staff. For example, if an offeror's cousin is employed by the project, the offeror must state this.
- Disclose any family or financial relationship with other offerors submitting proposals. For example, if the offeror's father owns a company that is submitting another proposal, the offeror must state this.
- Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- Certify understanding and agreement to CNFA' prohibitions against fraud, bribery and kickbacks.

Please contact [info@pakistan-amd.org](mailto:info@pakistan-amd.org) with any questions or concerns regarding the above information or to report any potential violations. Potential violations may also be reported directly to CNFA at to [HQContractsDept@cnfa.org](mailto:HQContractsDept@cnfa.org) or by phone/Skype at 202-296-3920.

## **Section 1: Instructions to Offerors**

1. **Introduction:** The Agriculture Market Development (AMD) Project is a USAID program implemented by CNFA in Pakistan. The goal of the AMD project is to support the development of Pakistan's commercial agriculture, particularly through improving the ability of Pakistan's agriculture and livestock sectors to meet both international and domestic demand in targeted product lines. As part of project activities, the AMD project requires the purchase of feed grinder and mixer for in kind grant to its beneficiaries in feedlot component of meat product line. The purpose of this RFQ is to solicit quotations for these items.

Offerors are responsible for ensuring that their offers are received by CNFA in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere with instructions described in this RFQ may lead to disqualification of an offer from consideration.

2. **Offer Deadline and Protocol:** Offers must be received no later than 5:00 PM local Lahore time on May 21, 2017 by hard copy with the subject line **RFQ No. AMD-050 Feed Grinding and Mixing Unit** to the following address;

**Procurement Department**  
**AMD Project**  
**RFQ No. AMD-050 Feed Grinding and Mixing Unit**  
**172-Tufail Road Park Lane Tower, Suite 15, Lahore**

Soft copies may be submitted at [solicitations@pakistan-amd.org](mailto:solicitations@pakistan-amd.org).

The RFQ shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the **Financial Proposal** and the **Technical Proposal** labeled clearly.

Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will be considered only at the discretion of CNFA.

3. **Questions:** Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than 5:00 PM local Lahore time on May 4, 2017 by email to [procurement@pakistan-amd.org](mailto:procurement@pakistan-amd.org) with the subject line **Q&A RFQ No. AMD - 050 Feed Grinding and Mixing Unit**. 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.

4. **Specifications:** Section 3 contains the technical specifications of the required items. All commodities offered in response to this RFQ must be new and unused. In addition, all electrical commodities must operate on 240V, 50Hz.

Please note that, unless otherwise indicated, stated brand names or models are for illustrative description only. An equivalent substitute, as determined by the specifications, is acceptable.

5. **Quotations:** Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery, installation, commissioning, testing, training, transportation, taxes and all other costs. Pricing must be presented in Pakistani Rupee. Offers must remain valid for not less than ninety (90) calendar days after the offer deadline. Offerors are requested to provide quotations on official letterhead or format; in the event this is not possible, offerors may complete the table in Section 3.

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

- 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 company profile and NTN certificate.
6. **Delivery:** The delivery location for the items described in this RFQ is Lodhran, Multan, Muzaffargarh and Badin. 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.
  7. **Source/Nationality/Manufacture:** All goods and services offered in response to this RFQ or supplied under any resulting award must meet **USAID Geographic Code 937** in accordance with the United States Code of Federal Regulations (CFR), [22 CFR §228](#). The cooperating country for this RFQ is Pakistan.

Offerors may not offer or supply any commodities or services 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.

8. **Warranty:** Warranty service and repair within the cooperating country is required for all commodities under this RFQ. The warranty coverage must be valid on all commodities for a minimum of twelve (12) months after delivery and acceptance of the commodities, unless otherwise specified in the technical specifications.
9. **Taxes and VAT:** AMD Project is exempt from cooperating country taxes, duties, and VAT.
10. **Eligibility:** By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the U.S. Government. CNFA will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.
11. **Evaluation and Award:** The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and is judged to be the best value based on a lowest-price, technically-acceptable basis.

Technical acceptability will be determined based on the following criteria:

- The offered product must meet the required specifications
- The offeror must be registered with FBR and have a valid NTN
- The offeror must be either the manufacturer registered with chamber of commerce and industries or an authorized dealer/agent of the proposed equipment
- The offeror must provide a list of clients to whom they have supplied the “Feed Mixing and Grinding Unit” for Livestock Business.
- The offeror must provide a minimum of one-year warranty service and two years after sales service.
- Offeror must provide operational training and upkeep of equipment at the time of delivery and commissioning of equipment.

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

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 any of the following:

- CNFA may 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 AMD Project.
- CNFA may cancel this RFQ at any time.

Please note that in submitting a response to this RFQ, the offeror understands that USAID is not a party to this solicitation and the offeror agrees that any protest hereunder must be presented—in writing with full explanations—to the AMD Project for consideration, as USAID will not consider protests regarding procurements carried out by implementing partners. CNFA, at its sole discretion, will make a final decision on the protest for this procurement.

12. **Terms and Conditions:** This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate CNFA, the AMD Project, or USAID to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer.

This solicitation is subject to CNFA’ standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request. Please note the following terms and conditions will apply:

- (a) CNFA’ 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 firm fixed price subcontract.

- (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) 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.
- (e) 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.
- (f) 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.

## **Section 2: Offer Checklist**

To assist offerors in preparation of proposals, the following checklist summarizes the documentation to include an offer in response to this RFQ:

- Cover letter, signed by an authorized representative of the offeror (see Section 4 for template)
- Official quotation, including specifications of offered equipment (see Section 3 for example format)
- Copy of offeror's registration or business license (see Section 1.5 for more details)
- Company profile of offeror
- NTN Certificate

### Section 3: Specifications and Technical Requirements

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. In the event this is not possible, offerors may complete this Section 3 and submit a signed/stamped version to CNFA.

Line Item	Description and Specifications	Qty	Items and Specifications Offered	Unit Price PKR	Total Price PKR
1	<p><b>Feed Grinding and Mixing Unit</b></p> <p>1. Receiving Pit (6 x 6 Ft) or Box M.S. Body Plate: 3mm T, Top Angle: 50mm X 50mm X 6mm X 6mm thick. Pit sedge Reif. Angle: 50mm X 6mm thick, Supp. Channel: 150mm X 65mmX 9mm thick. Rod: Dia 20mm, Grating Flat bar: 50mm X 12mm T</p> <p>2. Elevator Boot - 01 Casing :4.5mm, angle: 50 x 50 x 6mm, pully dia: 510 mm, width :250mm, shaft :50mm</p> <p>3. Elevator Head - 01 Casing: 3mm thick, angle 50 x 50 x 6mm, pully dia 510mm, width :250mm, shaft :75mm</p> <p>4. Elevator Legging -01 Casing: 3mm thick. Angle: 50x50x6mm, rubber belt 230mm w, 8mm thick, bucket :200 x 150mm</p> <p>5. Mixer 500 kg - 01 Casing 4mm thick, End plate 8mm thick, Top plate 2mm thick, Inner Ribbon 50mm W,10mm Thick, Outer Ribbon 30mm W, 10 mm, End shaft 60mm, Main pipe Dia 130mm x 10mmThk Electric Motor – 20 HP</p> <p>6. Hammer / Roller Mill 2 Tons /hour - 01 Casing 8mm Thick, Foundation channel 150x64x6 mm Thick, Side Cover 5 mm, Router, 10 mm Thick, Shaft Dia 60 mm, Rod Dia 25mm , blade 165x50x5mm (52Nos) Electric Motor – 20 HP</p> <p>7. Two Way Valve - 01</p> <p>8. Hopper - 04</p>	03			

	<p>9. Pipe Line -  10. Steel Structure  11. Molasses Pump -02 dia,  Electric Motor 5Hp  12. Gear Motor, Motors  13. Electric Panel &amp; Cable plus  Tractor Power Backup.</p> <p><b>Delivery Location:</b> Lodhran,  Multan, Muzaffargarh</p>				
2	<p><b>Feed Grinding and Mixing Unit</b>  1. Receiving Pit (6 x 6 Ft) or Box  M.S. Body Plate:3mm T, Top  Angle: 50mm X 50mm X 6mm X  6mm thick. Pit sedge Reif. Angle:  50mm X 6mm thick, Supp.  Channel: 150mm X 65mmX 9mm  thick. Road: Dia 20mm,  2. Elevator Boot  Casing :4.5mm, angle: 50 x 50 x  6mm, pully dia: 510  mm, width :250mm, shaft  :50mm  3. Elevator Head  Casing: 3mm thick, angle 50 x 50  x 6mm, pully dia  510mm, width :250mm, shaft  :75mm  4. Elevator Legging  Casing: 3mm thick. Angle:  50x50x6mm, rubber belt  230mm w, 8mm thick, bucket  :200 x 150mm  5. Mixer 1 Ton  Length: 2100mm, Width  :1244mm, Height  1510mm, Rotar Dia: 1150 x  2100mm, Cover :3mm  Sheel: 4.5mm, Pipe Dia: 5" x  12mm Thick  6. Hammer Mill 5 Tons  Casing 4 mm Thick, Foundation,  6 mm Thick,  Air Flow Adjustable Plate 6 mm,  Side Cover 2 mm,  Router, 8 mm Thick, Shaft Dia 60  mm, Rod Dia 32 mm K with  Sleeve Screen Size 3 mm Hole  Nut Bolt 10 x 30 mm Motor 40  Hp.  7. Two Way Valve</p>	01			



	<b>8. Hoppers</b> <b>9. Pipe Line</b> <b>10. Steel Structure</b> <b>11. Molasses Pump. Electric Motor 5Hp.</b> <b>12. Gear Motor, Motors</b> <b>13. Electric Panel &amp; Cable Plus Tractor Power Backup.</b>  <b>Delivery Location: Badin</b>				
3	Installation, commissioning and training at site				
<b>Subtotal:</b>					
<b>Delivery Costs:</b>					
<b>Other Costs (Describe: _____) :</b>					
<b>GRAND TOTAL PKR:</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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Section 4: Offer 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: AMD Project

Reference: RFQ no. AMD-050 Feed Grinding and Mixing Unit

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 AMD 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: \_\_\_\_\_

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): \_\_\_\_\_