

Request for Quotations (RFQ)

RFQ Number: **AMD-098**

Issuance Date: **July 6, 2018**

Deadline for Offers: **July 13, 2018**

Description: **Shipping Services for Hybrid Shipment of Mangos**

For: The Agricultural Market Development (AMD) Program

Funded By: United States Agency for International Development (USAID),
Contract/Cooperative Agreement/Grant No. AID-391-C-15-00003

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's prohibitions against fraud, bribery and kickbacks.

Please contact 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 or by phone/Skype at 202-296-3920.

Section 1: Instructions to Offerors

1. Introduction:

The U.S.-Pakistan Partnership for Agricultural Market Development (AMD) is a USAID funded project which aims to improve the ability of Pakistan's commercial agriculture and livestock sectors to compete in international and national markets in the four target product lines; meat, high value and off season vegetables, mangoes and citrus. AMD will act as a catalyst for development and investment in target product lines by actively promoting cooperation and coordination amongst the value chain actors and ancillary service providers. AMD's implementation strategy is underpinned by a strictly commercial and market driven approach with a clear focus on strengthening market access for its partner organizations, and support international marketing and sales efforts.

As part of its effort to support the export of mangos, the AMD project intends to send a hybrid trial shipments (Karachi to Dubai via sea and air shipment beyond Dubai to selected destinations) to reduce freight costs to existing markets and provide access to new export destinations. The proposed hybrid trial shipments aim to support Pakistani mango exporters to expand into existing markets and enter new international markets via sea shipment to Dubai and air shipment beyond Dubai.

For this purpose AMD requires the services of a shipping or freight forwarding company to carry out the inland transportation of cargo from processing unit to Karachi port in two 40 ft reefer containers, handling at Karachi port, sea shipment to Dubai and air shipment from Dubai to Canada (Toronto/Vancouver). The shipping company must be able to secure an NOC from the Authorities in Dubai regarding holding the shipment in transit and must be able to maintain the cold chain at Dubai during cross docking from sea to air.

Please note the following:

- The mango cartons will be palletized onto an LD-5 container, dimensions of cartons are 12x8x4 with 15 cartons staked on each other totalling to 300 boxes per pallet. The required temperature in reefer container is 12°C with RH of 85-90% while in the aircraft the temperature required is 16°C. In each container there will be: 2 kg mangoes + 110 to 120 grams carton.
- We will prefer direct flights to reduce the shipment cost with minimum freight cost
- Utilisation of US flag carrier for ocean and air transit is not a requirement for perishable fruits.
- We require minimum halt at Dubai; preferably within 10 hours after reaching Dubai
- No warehouse facility in Dubai so, it will be the responsibility of the selected vendor to utilize the temperature controlled ware house of the airline
- The shipment is a *transit* shipment; not re-export from Dubai. As such it will not require any additional customs clearance at Dubai. It will only require transit clearance under clause of indefinite import.

2. **Offer Deadline and Protocol:** : Offers must be received no later than 4 PM local Pakistan time on **July 13, 2018** by either hard or soft copy delivery to the AMD office with subject line **RFQ No. AMD-098 – Shipping Services for Hybrid Shipment of Mangos** at the following address:

AMD Procurement Department
5th Floor (above MCB Bank)
83-A, E/1, Main Boulevard, Gulberg III

Lahore

For soft copy submission: solicitations@pakistan-amd.org

Please reference the RFQ number (**AMD-098**) 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:** Interested parties are instructed to send any questions or queries by 11AM local time, July 9, 2018 at procurement@pakistan-amd.org with a subject line **RFQ No. AMD-098 – Shipping Services for Hybrid Shipment of Mangos**. All the technical questions shall be answered during the site visit. Only written requests will be accepted, phone calls will not be accepted.
4. **Specifications:** Section 3 contains the technical details of the required services.

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 PKR. 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.
 - Organizations responding to this RFQ are requested to submit their company profile and NTN certificate.
 - NOC from Dubai Authorities regarding holding the shipment in transit when in the U.A.E
6. **Delivery:** Inland transportation will be from processing unit in Karachi to Karachi port and beyond, as per SOW in section 3. 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 within the cooperating country is required for all commodities under this RFQ. The offeror must provide warranty for the safe relocation of all office assets and their installation at the new premises.
9. **Taxes and VAT:** The 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, provides the service in Section 3, and is **lowest priced, technically acceptable**.

In order to be considered technically acceptable, the offeror must meet the following stated criteria.

- Verifiable past experience of providing inland transportation and export of reefer containers for perishable items, as well as air shipment for Dubai, Canada and other international destinations.
- NOC/ other documentation or confirmation from Dubai Municipality Authorities regarding holding the shipment in transit when in the U.A.E

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, in the form of a 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 services (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 demonstrating prior experience in sending reefer shipments internationally
- NOC/ other documentation from Dubai Municipality Authorities regarding holding the shipment in transit when in the U.A.E
- NTN Certificate

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

Line Item	Required Description and Specifications	Qty	Items and Specifications Offered	Unit Price (Toronto)	Unit Price (Houston)	Total Price PKR
1	Inland transportation from processing unit in Karachi to Karachi port in 40 ft reefer container maintaining a temperature of 12° C with an RH of 85-90% with data loggers installed. Handling at Karachi port should be included.	11,200 kg				
2	Sea freight of 40 ft reefer container from Karachi to Dubai	11,200 kg				
3	Shipping line charges at Dubai for cross docking (seaport to airport and other related costs)	11,200 kg				
4	Air freight from Dubai to Canada	11,200 kg				
5	Freight insurance					
6	Other (please specify)					
Subtotal:						
Other Costs (Describe: _____) :						
Applicable GST rate (required for tax exemption purposes):						
GRAND TOTAL (PKR):						

Estimated shipping date from processing unit: **July 26, 2018**

Warranty/insurance offered for shipment and cargo? Yes/No (please detail)

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: The Procurement Department, AMD Project

Reference: RFQ no. AMD-098 – Shipping Services for Hybrid Shipment of Mangos

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 the 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, Website, Email: _____

Company Registration or Taxpayer ID Number: _____

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

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