

REQUEST FOR QUOTATIONS

International Potato Center (CIP)

I. INTRODUCTION

The International Potato Center, known by its Spanish acronym CIP, was founded in 1971 as a root and tuber research-for-development institution delivering sustainable solutions to the pressing world problems of hunger, poverty, and the degradation of natural resources. CIP is truly a global center, with headquarters in Lima, Peru and offices in 20 developing countries across Asia, Africa, and Latin America. Working closely with our partners, CIP seeks to achieve food security, increased well-being, and gender equity for poor people in the developing world. CIP furthers its mission through rigorous research, innovation in science and technology, and capacity strengthening regarding root and tuber farming and food systems.

CIP is part of the CGIAR Consortium, a global partnership that unites organizations engaged in research for a food secure future. CGIAR research is dedicated to reducing rural poverty, increasing food security, improving human health and nutrition, and ensuring more sustainable management of natural resources. Donors include individual countries, major foundations, and international entities.

II. PURPOSE

The purpose of this Request for Quotations (RFQ) is to receive proposals from firms who believe that they have the qualifications to provide duty-free **feeding kits - 1 graduated bowl, slotted spoon and instruction card** described in this RFP.

III. REQUIREMENTS

Quotations must address each item listed, giving specific details, time for delivery, country of origin, etc. Quotations may be rejected if requirements are not met. All proposers wishing clarification of this RFQ must submit questions by email to CIP no later than 20th October 2017 to the Senior Procurement Frank Ojwang (f.ojwang@cgiar.org) with a copy to R.Brouwer@cgiar.org

Costs for developing quotations are entirely the responsibility of the proposer and shall not be reimbursed by CIP.

1. **Table of Contents:** Every RFP submitted must contain the following information:
 - a. **Services and Activities:** Provide description of the nature of the organization's services and activities. Note when the business was established, brief history and location. List the location(s) of the office(s) from which the primary work on this contract would be performed (if applicable).
 - b. **Detailed proposal requirements:** (see below Attachment 2)

IV. TIMETABLE

- | | |
|---------------------------|-------------------------------|
| 1. Advertise RFP | October 11 th 2017 |
| 2. Questions from bidders | Between 12 Oct – 19 Oct 2017 |

- | | |
|--------------------------------------|--|
| 3. Answers from CIP | Between 12 Oct – 19 Oct 2017 |
| 4. Submission of Proposals | Oct 20 th 2017 (until 6 pm) |
| 5. Evaluation of proposals | Oct 21 st – 23 rd , 2017 |
| 6. Identification of selected vendor | Oct 24 th 2017 |

Bidders shall submit their complete Proposal/ quotations including complete specifications requested by email to the Senior Procurement Officer, Frank Ojwang (f.ojwang@cgiar.org) no later than October 20th, 2017 6:00 p.m. with a copy to R.Brouwer@cgiar.org

V. EVALUATION PROCESS

Evaluation Matrix

1	Price (duty-free)	50
2	Representation in Ethiopia (Car Shop/Spare parts)	25
3	Specifications required	20
4	Other complimentary additions e.g. instructional fliers, technical support (value added)	5
		100

VI. CIP RIGHTS

CIP maintains the right to accept or reject in whole or in part, proposals and cancel the process as long as CIP has not signed the relevant contract.

VII. BIDDER IDENTIFICATION

	BIDDER IDENTIFICATION		
Company name			
Years in the market			
Main customers. Please attach letters of recommendation			
RUC			
Address			
Contact information			
Name		Cargo:	
Phones		E-mail:	
Sales Volume			
2013			
2014			
2015 (e)			
Name and signature Legal Representative			

ATTACHMENT 2 - PROPOSAL REQUIREMENTS

1. BOWLS AND SPOONS' SPECIFICATIONS

Bowl dimensions:

Dimension	measurement	
Base (diameter)	76.2 mm	
Top (diameter)	140 mm	
Handle length	64 mm	
Handle width	50 mm	
Max volume of bowl	500 ml	
First line (6-9 months)	200 ml	
2 nd line (9-12 months)	275 ml	
3 rd line (Preg & Lactating)	500 ml	

Spoon dimensions

Dimension	measurement	
Length (tip to tip)	152 mm	
Handle width	19 mm	
Basin – width	32 mm	
Basin – depth (deepest point)	4.5 mm	
Slots - width (3 slots run across the basin)	3mm	

Reference/ basis

Table 1: Parameters used to estimate the bowl size for Phase 1, TIPS					
Life Stage	Kcal/perday ¹	g/day ²	Meals/day ³	g/meal	mL/meal ³
From 6-9months	356	593	3	200	200
From 9 up to 12 months	476	793	4	264 ⁴	275
From 12 up to 23 months	772	1287	4	322 ⁵	340
Pregnancy and Lactation	~400-500	500-625	N/A		~500

¹Additional kcal needed from CF assuming average breast milk intake of infant and based on age-specific total daily energy requirements + 2SD to meet the needs of almost all children minus the amount of energy provided by breast milk (Table 3, Dewey and Brown 2003 Food Nutr Bull); Additional kcal needed assuming average breast milk intake of infant (Dewey et al, 2003) or healthy pregnant / lactating woman (NRC, 2006)

²based on assumed functional gastric capacity of 30g/kg reference body weight and low energy density foods, 0.6 kcal/g (Dewey and Brown, 2003); Assuming maximum functional gastric capacity (30 g/kg reference body weight) is 249 g/meal at 6–8 months, 285 g/meal at 9–11 months, and 345 g/meal at 12–23 months (Dewey and Brown, 2003) ; others have indicated functional gastric capacity of 6-8 months as 200 mL thus using that as upper volume limit for that age

³based on calculations using low density food (ie. maize meal porridge = 219g/230 mL)

⁴based on 3 meals a day

⁵based on 4 meals a day

Kindly submit a financial proposal/ quotation in US dollars for providing the BOWL and SPOON that meets the above minimum technical specifications. The bowl and spoon will be delivered to Addis Ababa, Ethiopia. The cost of freight charges for delivering the consignment to Ethiopia will be borne by CIP.