



Date: 20th April 2020

Subject: Purchase of sweetpotato puree machines

CLOSING DATE: 25 April 2020—12.00hrs, East Africa time.

The International Potato Center (CIP) hereby invites your company to urgently submit a quotation for:

Supply of sweetpotato puree machines as specified in appendix 1, technical specifications, to CIP Malawi and Uganda offices.

In preparing your quotation, please consider the international status and activities of CIP by submitting your best commercial terms. You should also be aware that CIP enjoys certain privileges and immunities which include exemption from payment of value added tax ("VAT"), customs duties and importation restrictions.

Your quotation shall be based on the following requirements:

1. Full name, address, fax and telephone numbers of your company and contact persons.
2. Acceptance of the general terms and conditions applicable to CIP procurement contracts, including the local payment terms of CIP regional office, sub-Saharan Africa, including payments by cheque or money vendor transfers or bank transfer within 30 days from the receipt of your invoice and a statement from the consignee(s) acknowledging receipt of the goods.
3. Prices including unit prices, freight charges and insurance to the specified final destination should be quoted on delivery-at-terminal basis in accordance with Incoterms 2010, exclusive of any taxes.
4. **Delivery time:** Goods are required on site as soon as possible from issuance of purchase order and bidders should endeavor to quote their shortest delivery times.
5. Validity: Quotations must remain valid with firm and fixed prices **for 30 days** after the closing date.
6. **Submission of quotations:** Your quotation must be submitted via email to A.Malome@cgiar.org
7. **Closing date:** Quotations should be sent no later than **12.00hrs, East Africa time on 25 April 2020.**

Alex Malome
Logistics Officer



Appendix 1: Technical specifications

(see attached in a separate sheet)

In the spaces on the right-hand side of these sheets that are not shaded, you must provide the specifications of the goods being offered, in relation to the specifications being requested. Any deviations should be noted. If there is not enough space in the form then these notes should be clearly numbered and continued at the end of these tables. Quantities should also be specified where requested

Note:

Page 1 items are for Malawi- Quantity required one piece each

Pages 2 Item (bench top high fibre machine) is for Uganda - Quantity required- two pieces