



**CIP**  
INTERNATIONAL  
POTATO CENTER



WWW.  
CIPOTATO.ORG

Street Address:  
Av. La Molina 1895, La Molina, Lima, Perú

## **REQUEST FOR PROPOSAL**

### **Purchase of Cryotank and Accesories**

#### **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 Proposal (RFP) is to receive proposals from firms who believe that they have the qualifications to provide the following products:

1. 01 Cryotank: Model MVE Fusion 1500 Series. Capacity: 31200 Cryovials (2mL) Manufacture: Chart Industries.
2. 20 Racks for 100 Vial Cryoboxes.
3. 16 Mini Racks for 25 Vial Cryoboxes.
4. 260 Standard Cryoboxes. Capacity: 100 Cryovials 2 mL.
5. 208 Mini Cryoboxes. Capacity 25 Cryovials 2 mL.
6. Back Up Battery.
7. Cryotank on Wheels.
8. Stairs must be included.

CIP is committed to including diverse firms (and those who value diversity and inclusion) in its sourcing and procurement activities.

#### **III. REQUIREMENTS**

Proposals must address each item listed, giving specific details of techniques to be used in achieving these requirements. Proposals may be rejected if minimum requirements are not met. All proposers wishing clarification of this RFP must submit questions by email to CIP no later than April 22<sup>nd</sup>, 2022, 10:00 UTC. to the attention of Ximena Ganoza, Logistics Senior Manager email address: [x.ganoza@cgiar.org](mailto:x.ganoza@cgiar.org) cc: [p.belda@cgiar.org](mailto:p.belda@cgiar.org) Costs for developing proposals are entirely the responsibility of the proposer and shall not be reimbursed by CIP.

1. **Notice of Intent to Bid and Bidder Identification, Attachment 1:** Must be received by 20<sup>th</sup> April 2022. The notice shall be emailed to Ximena Ganoza (x.ganoza@cgiar.org), cc: Paolo Belda (p.belda@cgiar.org)
2. **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).
  - b. **Filled Out the Bidder Identification Form (Attached).**
  - c. **No Conflict of Interest:** Client relationships that could potentially be considered a conflict of interest must be listed.
  - d. **Detailed proposal requirements:** According to Terms of References.

#### IV. TIMETABLE

1. Invitation to bidding companies	April 12, 2022
2. Questions from bidders	April 22, 2022
3. Answers from CIP	April 25, 2022
4. Submission of Proposals	May 2, 2022
5. Evaluation of proposals	May 4, 2022
6. Identification of selected vendor	May 9, 2022
7. Communication to bidders	May 10, 2022

Bidders shall submit their complete Proforma including technical specifications by email to Ximena Ganoza (x.ganoza@cgiar.org) and cc: Paolo Belda (p.belda@cgiar.org) no later than May 2, 2022.

#### V. LOCATION OF IMPLEMENTATION

International Potato Center (CIP)  
Av. La Molina 1895, La Molina  
Lima, Peru

#### VI. EVALUATION PROCESS

##### Evaluation Matrix

	<i>Relevance %</i>	<i>Score (1-5)</i>	<i>Total (Relevance x score)</i>
Guarantee	15		
Delivery time	25		
Cost	30		
After Sales Service - Local Support	15		
Installation in Huancayo	15		
Total	100		

## **VII. 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.

ATTACHMENT 1 –

**NOTICE OF INTENT TO BID**

Place, Date

Messrs.  
International Potato Center

Ref. Invitation – Quotation of Cryotank and Accesories

Our company ..... duly represented by its Legal Representative..... with legal powers registered at ..... (copy attached), requests to participate in the selection process of a firm that provides the Cryotank and Accessories listed in the Terms of Reference.

Along with the BIDDER IDENTIFICATION we are attaching the requires documentation and accept the conditions of the invitation.

Sincerely

NAME AND SIGNATURE OF THE LEGAL REPRESENTATIVE

## BIDDER IDENTIFICATION

	<b>BIDDER IDENTIFICATION</b>	
<b>Company name</b>		
<b>Years in the market</b>		
<b>Main customers.</b> Please attach letters of recommendation		
<b>Tax ID</b>		
<b>Address</b>		
<b>Contact information</b>		
<b>Name</b>		Position:
<b>Phones</b>		E-mail:
<b>Sales Volume</b>		
<b>2019</b>		
<b>2020</b>		
<b>2021</b>		
<b>Name and signature Legal Representative</b>		