**BIDDER RESPONSE DOCUMENT**

**Please provide information against each requirement.**

Additional rows can be inserted for all questions as necessary.

**Section 1 - Bidder’s Experience**

1. Please outline the company’s experience in delivering the required supplies services or works. This should include demonstrated experience with the delivery in the past, any value added services.

|  |
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|  |

**Section 2 - Bidder’s Company Information**

1. General information

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Company name: | | | | | | |
| Number of years in Operation in the Country: | | | | | | |
| Registered name of company (if different): | | | | | | |
| Any other trading names of company: | | | | | | |
| Primary Contact Name: | | | Job title : | | | |
| Phone: | | | Fax: | | | |
| Email: | | | Website: | | | |
| Principal Address: | | Registered Address: | | | Payment Address: | |
| Company Registration number |  | | | Date of registration: | |  |
| VAT/Tax registration number: |  | | | Annual Turnover: | |  |
| Names of Company Directors: | | | | | | |
| Name of any Parent company: | | | | | | |
| Location of Registered Office of the Parent Company: | | | | | | |
| Legal relationship with Parent Company: | | | | | | |

1. Please provide the following details forat least 3client references which Malaria Consortium can contact (preferably INGOs / Humanitarian Organisations with similar requirements).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of client 1** |  | Length of Contract |  | Monetary value of contract: |  |
| Contact Name |  | Phone Number |  | Email address |  |
| Outline of goods / services supplied: | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of client 2** |  | Length of Contract |  | Monetary value of contract: |  |
| Contact Name |  | Phone Number |  | Email address |  |
| Outline of goods / services supplied: | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of client 3** |  | Length of Contract |  | Monetary value of contract: |  |
| Contact Name |  | Phone Number |  | Email address |  |
| Outline of goods / services supplied: | | | | | |

The client organisations response to this question will also act as your Referees. If any of the information supplied is deemed false following reference checks, your response to this RFP will be disqualified.

1. Please provide details of your three largest customers, and indicate how much they contributed to your turnover over the past year:

|  |  |
| --- | --- |
| **Client organisation** | **% contribution to turnover** |
| 1. |  |
| 2. |  |
| 3. |  |

1. Please provide details of all relevant insurances held by the company. These must include vehicle accident insurance to cover any accidents or collisions. Vendor also required hold goods in transit insurance, which must cover any of loss or damage to Malaria Consortium goods that may occur during all transport operations.

|  |  |  |  |
| --- | --- | --- | --- |
| Insurance Type | Brief description of what the insurance covers | Maximum claim value | Any relevant restrictions on the insurance |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Please provide a copy of all insurances with your bid.

1. Do you operate the following policies within your company? If yes to any of the above please provide a copy with your bid.

|  |  |  |
| --- | --- | --- |
| **Policies** | **Yes / No** | Outline how these policies are embedded and adhered to within your organisation |
| Fraud and Bribery |  |  |
| Equality & Diversity Policy |  |  |
| Environmental Policy |  |  |
| Quality Management Policy |  |  |
| Health & Safety Policy |  |  |

1. Outline how you comply with environmental statutory and regulatory requirements

|  |
| --- |
|  |

1. Will you be subcontracting any activities in order to supply Malaria Consortium?

Yes  No

If yes, give details of relevant subcontractors and what operations they would carry out:

|  |  |  |
| --- | --- | --- |
| **Subcontractor** | **Location** | **Operation** |
|  |  |  |
|  |  |  |
|  |  |  |

1. Detail the locations you have offices in the Country.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Office Location | Services offered by the Office | Total Number of Staff | Presence since (year) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |
| 8 |  |  |  |  |
| 9 |  |  |  |  |
| 10 |  |  |  |  |

1. Outline the number and size of trucks available to the company below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 1 MT – 5 MT | 5 MT – 10 MT | 10 MT – 20MT | 20 MT – 40MT |
| Number of trucks Owned by the company |  |  |  |  |
| Number of trucks available to the company by way of renting/leasing |  |  |  |  |

1. Do you have a system for tracking your vehicles? If so, please provide details, confirming if this is available for both owned and rental vehicles.

**Section 3 - Bidder’s Pricing Proposal**

Provide details of transport cost per bale, based on the bales dimension and weight. Each bale of 50 nets weighs **33kg**, with dimensions of **1.0 x 0.75 x 0.36m=0.27cm3**.

Bidders to provided pricing quotes in USD in Transport Cost per Bale and Total cost columns in below tables.

\*Note that there may changes in bale quantities, but cost per bale will prevail despite changes in quantities of bales per location.

**LOT 1: Wau Teaching Hospital to Wau Bomas**

Option A: Wau Teaching Hospital to Wau Payams

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From County | Payam Store **(delivery point)** | Payam delivery point is located within | Estimated distance in km from Wau Teaching Hospital to Payam Store | Quantity of bales to be delivered to each Payam store | Transport cost per bale, from Wau Teaching Hospital to Payam Store (USD) | Total cost (USD) |
| Wau Teaching Hospital | Bagari | Bagari | 25 | 317 |  |  |
| Wau Teaching Hospital | Bessilia (Mboro) | Besselia | 40 | 169 |  |  |
| Wau Teaching Hospital | Kpaile | Kpaile | 35 | 94 |  |  |
| Wau Teaching Hospital | Kor Kajer | Wau North | 210 | 214 |  |  |
| Wau Teaching Hospital | Agok | Wau South | 20 | 29 |  |  |
| Bazia | 80 | 608 |  |  |
| Masna | 20 | 412 |  |  |

Option B: Wau Payams to Wau Bomas

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From Payam Store | To Boma  **(delivery point)** | Payam Boma delivery point is located within | Estimated distance in km from Raja Payam Store to Boma delivery point | Quantity of bales to be delivered to Boma delivery location | Transport cost per bale, from Wau Teaching Hospital to Boma (USD) | Total cost (USD) |
| Bagari | Bagari | Bagari | 1-12 | 72 |  |  |
| Bringi | 65 |  |  |
| Bussere | 59 |  |  |
| Momoi | 25 |  |  |
| Ngisa | 48 |  |  |
| Ngodakala | 47 |  |  |
| Bessilia (Mboro) | Abu-shaka | Besselia | 1-12 | 9 |  |  |
| Besselia | 35 |  |  |
| Mboro | 39 |  |  |
| Ngolimbo | 71 |  |  |
| Khor Gana | 2 |  |  |
| Kaabi | 12 |  |  |
| Kpaile | Gittan | Kpaile | 1-12 | 7 |  |  |
| Kpaile | 78 |  |  |
| Taban | 8 |  |  |
| Kor Kajer | Ismaliya | Wau North | 1-12 | 105 |  |  |
| Lokloko | 109 |  |  |
| Wau Teaching Hospital | Aweil Jedid | Wau Noth | 1-12 | 47 |  |  |
| Hai Dinka | 36 |  |  |
| Darajat East | 96 |  |  |
| Hai Batara | 58 |  |  |
| Hai Falleta | 44 |  |  |
| Hai Kalvario | 96 |  |  |
| Hai Khorgana | 11 |  |  |
| Hai Sika Hadid | 59 |  |  |
| Hai Jadid | 51 |  |  |
| Darajat West | 96 |  |  |
| Hai Fahal | 62 |  |  |
| Wau Teaching Hospital | Agok | Wau South | 1-12 | 29 |  |  |
| Bazia | Bazia Jedid | Wau South | 1-12 | 72 |  |  |
| Hai Krash B | 44 |  |  |
| Jalaba | 32 |  |  |
| Jebel A | 58 |  |  |
| Jebel B | 28 |  |  |
| Jebel Kheir | 141 |  |  |
| Gezira | 58 |  |  |
| Hai Krash A | 52 |  |  |
| Kosti | 123 |  |  |
| Masna | Masna | Wau South |  | 11 |  |  |
| Mutamadia | 65 |  |  |
| Muwzifin | 114 |  |  |
| Nazareth | 150 |  |  |
| New Site | 11 |  |  |
| Salaam | 61 |  |  |

Option C: Wau Teaching Hospital to Wau Bomas

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From County | To Boma  **(delivery point)** | Payam Boma delivery point is located within | Estimated distance in km from Wau Teaching Hospital to Boma delivery location | Quantity of bales to be delivered to Boma delivery location | Transport cost per bale, from Wau Teaching Hospital to Boma (USD) | Total cost (USD) |
| Wau Teaching Hospital | Bagari | Bagari | 37 | 72 |  |  |
| Bringi | 65 |  |  |
| Bussere | 59 |  |  |
| Momoi | 25 |  |  |
| Ngisa | 48 |  |  |
| Ngodakala | 47 |  |  |
| Wau Teaching Hospital | Abu-shaka | Besselia | 52 | 9 |  |  |
| Besselia | 35 |  |  |
| Mboro | 39 |  |  |
| Ngolimbo | 71 |  |  |
| Khor Gana | 2 |  |  |
| Kaabi | 12 |  |  |
| Wau Teaching Hospital | Gittan | Kpaile | 47 | 7 |  |  |
| Kpaile | 78 |  |  |
| Taban | 8 |  |  |
| Wau Teaching Hospital | Ismaliya | Wau North | 222 | 105 |  |  |
| Lokloko | 109 |  |  |
| Aweil Jedid | 47 |  |  |
| Hai Dinka | 36 |  |  |
| Darajat East | 96 |  |  |
| Hai Batara | 58 |  |  |
| Hai Falleta | 44 |  |  |
| Hai Kalvario | 96 |  |  |
| Hai Khorgana | 11 |  |  |
| Hai Sika Hadid | 59 |  |  |
| Hai Jadid | 51 |  |  |
| Darajat West | 96 |  |  |
| Hai Fahal | 62 |  |  |
| Wau Teaching Hospital | Agok | Wau South | 80 | 29 |  |  |
| Bazia Jedid | 72 |  |  |
| Hai Krash B | 44 |  |  |
| Jalaba | 32 |  |  |
| Jebel A | 58 |  |  |
| Jebel B | 28 |  |  |
| Jebel Kheir | 141 |  |  |
| Gezira | 58 |  |  |
| Hai Krash A | 52 |  |  |
| Kosti | 123 |  |  |
| Masna | 11 |  |  |
| Mutamadia | 65 |  |  |
| Muwzifin | 114 |  |  |
| Nazareth | 150 |  |  |
| New Site | 11 |  |  |
| Salaam | 61 |  |  |

**LOT 2: Wau Teaching Hospital to Raja Payams**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From County | Payam Store **(delivery point)** | Payam delivery point is located within | Estimated distance in km from Wau Teaching Hospital to Payam Store | Quantity of bales to be delivered to each Payam Store | Transport cost per bale, from Wau Teaching Hospital to Payam Store (USD) | Total cost (USD) |
| Wau Teaching Hospital | Timsah | Ere | 500 | 142 |  |  |
| Wau Teaching Hospital | Deleba | Raja | 540 | 29 |  |  |
| Mangayat | 340 | 398 |  |  |
| Wau Teaching Hospital | Katta | Ringi | 540 | 47 |  |  |
| Boro Medina | 500 | 128 |  |  |
| Wau Teaching Hospital | Sopo | Uyujuku | 340 | 66 |  |  |
| Abulu | 340 | 22 |  |  |
| Kor Kajer | 460 | 50 |  |  |

**LOT 3: Wau Teaching Hospital to Jur River Payams**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From County | Payam Store **(delivery point)** | Payam delivery point is located within | Estimated distance in km from Wau Teaching Hospital to Payam Store | Quantity of bales to be delivered to each Payam Store | Transport cost per bale, from Wau Teaching Hospital to Payam Store (USD) | Total cost (USD) |
| Wau Teaching Hospital | Kujena | Kujena | 160 | 689 |  |  |
| Wau Teaching Hospital | Alur | Alur | 320 | 495 |  |  |
| Wau Teaching Hospital | Maria Bai | Maria Bai | 160 | 365 |  |  |
| Wau Teaching Hospital | Wau Bai | Wau Bai | 200 | 200 |  |  |
| Wau Teaching Hospital | Recrocoding | Recrocoding | 105 | 240 |  |  |
| Wau Teaching Hospital | Udici | Udici | 200 | 271 |  |  |
| Wau Teaching Hospital | Kangi | Kangi | 240 | 305 |  |  |
| Wau Teaching Hospital | Alebtong | Alebtong | 320 | 98 |  |  |

**LOT 4: Raja Payams to Raja Bomas**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From Payam Store | To Boma  **(delivery location)** | Payam Boma is located within | Estimated distance in km from Raja Payam Store to Boma delivery point | Quantity of bales to be delivered to Boma delivery location | Transport cost per bale, from Wau Teaching Hospital to Boma (USD) | Total cost (USD) |
| Timsah | Boro Bahr | Ere | 1-12 | 30 |  |  |
| Magwa | 7 |  |  |
| Timsah | 90 |  |  |
| Balballa | 15 |  |  |
| Deleba | Gossinga | Raja | 1-12 | 18 |  |  |
| Mbambara | 11 |  |  |
| Mangayat | Raga North | Raja | 1-12 | 70 |  |  |
| Raga South A | 190 |  |  |
| Raga South B | 138 |  |  |
| Katta | Katta | Ringi | 1-12 | 39 |  |  |
| Menamba | 8 |  |  |
| Boro Medina | Boro Medina | Ringi | 1-12 | 121 |  |  |
| Diem Jallab | 7 |  |  |
| Sopo | Sopoi | Uyujuku | 1-12 | 66 |  |  |
| Abulu | Yabulu | Uyujuku | 1-12 | 10 |  |  |
| Abulu | Kuru | Uyujuku | 1-12 | 12 |  |  |
| Kor Kajer | Uyujuku | Uyujuku | 1-12 | 50 |  |  |

**LOT 5: Jur River Payams to Jur River Bomas**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| From Payam Store | To Boma  **(delivery location)** | Payam Boma is located within | Estimated distance in km from Raja Payam Store to Boma delivery point | Quantity of bales to be delivered to Boma delivery location | Transport cost per bale, from Wau Teaching Hospital to Boma (USD) | Total cost (USD) |
| Kujena | Kuajena | Kujena | 1-15 | 366 |  |  |
| Mbili | 322 |  |  |
| Alur | Alur | Alur | 1-15 | 430 |  |  |
| Dang Acak | 65 |  |  |
| Maria Bai | Achonchong | Maria Bai | 1-15 | 40 |  |  |
| Alel Chok | 79 |  |  |
| Marial Bai | 65 |  |  |
| Kuom | 109 |  |  |
| Rakbak | 72 |  |  |
| Wau Bai | Mabior Abiem | Wau Bai | 1-15 | 97 |  |  |
| Makuac | 25 |  |  |
| Tharkueng | 43 |  |  |
| Nyinakok | 36 |  |  |
| Recrocoding | Achot | Recrocoding | 1-15 | 83 |  |  |
| Rocrocdong | 74 |  |  |
| Wathalelo | 83 |  |  |
| Udici | Atido | Udici | 1-15 | 93 |  |  |
| Gette | 47 |  |  |
| Kayango | 91 |  |  |
| Udici | 40 |  |  |
| Kangi | Gumel | Kangi | 1-15 | 73 |  |  |
| Kangi | 126 |  |  |
| Tikou | 105 |  |  |
| Alebtong | Alelthony | Alebtong | 1-15 | 58 |  |  |
| Athor | 40 |  |  |

**Section 4 - Declaration by the Bidder:**

We, the Bidder, hereby confirm compliance with:

* Malaria Consortium Terms and Conditions of Purchase
* Malaria Consortium’s Child Protection policy
* Malaria Consortium’s Anti-Fraud and Anti-Corruption policy
* Malaria Consortium’s Anti-Bribery Policy

*Note: The terms and conditions and policies can be found at the end of the RFP document.*

|  |
| --- |
| We also confirm that Malaria Consortium may in its consideration of our offer, and subsequently, rely on the information provided in this document.  I (Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Title) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  am authorized to represent the above-detailed company and to enter into business commitments on its behalf.  Company ……………………………………………………………………...  Date …………………………………………………………………….. |