

Request for Quotations (RFQ)

Installation of Machines

| | |
|---|---|
| RFQ Number: | TFCS-022-027 |
| Issuance Date: | 18/7/2022 |
| Deadline for Offers | 10/08/2022 |
| For: | Bethlehem Fair Trade Artisans |
| Point of Contact: | Wafa' Aburrob, Email: waburrob@tasdeer.ps |
| Location of Work | Bethlehem, West Bank, Palestine |
| Reporting Lines and Managerial Responsibilities: | Suzan Sahori, Executive Director |

1.1 Background

Bethlehem Fair Trade Artisans in cooperation with Cowater International, acting for the Trade Facilitation and Customs Support Programme (Tasdeer), is soliciting proposals from eligible and responsible firms for the Trade Facilitation and Customs Support Programme (Tasdeer) is an official program of the UK Foreign Commonwealth and Development Office (FCDO), Contract No. PO10054, and is being carried out in West Bank and Gaza. The objective of Tasdeer programme is to improve the Palestinian private sector competitiveness and the PA's capacity in the fields of trade, customs and import policy regulation and administration. The TASDEER programme aims to increase sustainable private sector led economic growth and job creation in the Occupied Palestinian Territory, including the West Bank and the Gaza Strip and the PA's fiscal sustainability while ensuring equitable access to increased trade, and improved institutional capacity. Gender Equality and Social Inclusion are main tools and objectives for Tasdeer to ensure the benefits of the programme are equally accessed by the diverse groups of men and women in the supply chain.

Offerors are responsible for ensuring that their offers are received in accordance with the instructions stated herein. Failure to adhere with instructions described herein may lead to disqualification of a proposal from consideration.

Deadlines

Questions regarding the technical or administrative requirements of this RFQ may be submitted by email to (waburrob@tasdeer.ps) Questions must be submitted in writing; phone calls will not be accepted.

Offers must be received no later than 10/08/2022. Offers received after this date or time will be considered late and will be considered only at the discretion of Company address.

Instructions for Submission of Offers

The offer must be submitted in separate attachment using the RFQ template.

All offers and related documents must be sent by mail to: waburrob@tasdeer.ps , Please enter the following in the subject section:

“Machines for BFTA”

All offers must be prepared in English.

All offers must be submitted in Dollar No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by Bethlehem Fair Trade Artisans after it has received the Proposal.

Additional supporting documentation can be submitted as part of the Proposal response in PDF. They should be clearly labelled and indicate how they relate to/support the Proposal and marked as either technical or commercial. No publicity material is required.

Offeror can apply for only the available items he has.

Submission Format

At a minimum, each offer must contain the following required completed documents:

1. ANNEX 1: Detailed Specifications and Requirements
2. ANNEX 2: Price Schedule

Applicants are expected to submit a unit cost breakdown for every line item described in Annex 2, as well as a description of any other costs involved; see the Price Schedule in Annex 2 for the required format. The offer must preserve and clearly indicate the line-item numbers, showing a price quote per task. All items, services, transportation costs, etc. must be clearly labeled and included in the total price. Prices must be quoted on a lump-sum, all-inclusive basis. No other costs, taxes, and/or fees may be added later.

Supporting documentation should be provided to demonstrate that the supplier can meet the technical eligibility criteria, as required in Annex 1.

The anticipated subcontract type for this procurement will be a firm fixed priced subcontract.

It is anticipated that Bethlehem Fair Trade Artisans will subcontract for the full quantities of commodities and services described in this RFQ. However, Bethlehem Fair Trade Artisans reserves the right to subcontract for less or more quantities and/or services at its discretion. An offeror may present a proposal for less than the list of commodities as described in Annex 1, but BFTA 's preference is for proposals that address the complete technical solution.

Basis for Award

Proposals will be evaluated based on their price-competitiveness of price for the most technically compliant offer:

| Categories | Evaluation criterion | Comment |
|---|----------------------|---|
| Compliance | Pass/Fail | Evidence of current licenses and certifications (if applicable) |
| Warranty | Pass/Fail | Minimum 12 month |
| Technical criteria acceptability | Pass/Fail | Compliance with required technical specifications (Pass/Fail) |
| Commercial Criteria | Lowest price | |

Best-offer quotations are requested. It is anticipated that award will be made solely on the basis of these original quotations. However, BFTA reserves the right to conduct any of the following:

- 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,
- May issue a partial award or split the award among various offerors, if in the best interest of BFTA.
- May cancel this RFQ at any time.

ANNEX 1: DETAILED SPECIFICATIONS AND REQUIREMENTS

I. Background

Fair Trade Artisans (BFTA) is a non-profit NGO established in 2009. It works to spread the fair-trade message in Palestine and links Palestinian producers to global fair-trade markets.

In 2015, BFTA Bethlehem became the first guaranteed member of World Fair Trade Organization (WFTO) in the Middle East. WFTO is the largest global network advocating Fair Trade principles.

BFTA's mission to empower the most vulnerable producers in Palestine, support them to become active agents in their own livelihoods, and develop their social rights and their communities.

BFTA aims to develop the local economy by creating more opportunities to the most marginalized producers, creating sustainable livelihoods. While working with producers specializing in olive wood, embroidery, mother of pearl, olive oil soap, felt wool, and recycled products, BFTA promotes and celebrates the Palestinian culture and traditions. Through our mission of fair trade, we cherish these ancient crafts as we share their local stories with the world.

As part of our beneficiaries development plan we train our artisan beneficiaries to increase their working capacity and efficiency, through trainings and the supply of up to date machinery and raw materials. BFTA is currently requesting the supply and installation of an industrial machines for Albasma center for rehabilitation.

2. Technical specification

1. Industrial Paper Cutter and Mixer (local or imported)

- Stainless steel
- Speed control
- Capacity: 6-8 KG
- Single phase 220V
- Nozzle tab for fine mixed paper
- Fitted with safety devices to ensure safe operation by school children and persons with special needs.

2. Rough Paper Professional printer

- a. Printing: Inkjet technology
- b. Operating system: mac os
- c. Printing output: color / 6 colors
- d. Sheet size: A4

- e. Connectivity: WIFI
- f. Auto Photo Correction
- g. Select and print photos
- h. Crop, rotate and enlarge
- i. View and print-by-date
- j. Select multiple photos to print on a single page
- k. Print your own school papers, college-ruled, wide-ruled and graph paper
- l. Make personalized notepaper using your own photos
- m. Photo greeting cards
- n. Coloring book pages

3. Electric Paper Cutter

Cutting precision : 0.5mm

Cutting thickness : 40mm

Cutting width: A4

Pushing paper mode : manual

Paper press mode: manual

Power : 180W

Voltage: : 220V/110V; 50/60HZ

Cutting height: : 400pcs

4. Ceramic oven of one cubic capacity to local suppliers from Hebron and Jerusalem X2

- 1. Volume:900-1000 LT.(1m3)
- 2. Maximum Temperature : 1200 , 1300 c
- 3. Inner Dimensions : 100 W x 90 D x 200 H
- 4. Heating Sides: 5 sides
- 5. Control Unit :digital programmer 15 steps for each program
- 6. Power: 400V
- 7. Connected Load kW : 57KW
- 8. Heating type : Electric Resistances Kanthal A1

3. Commencement and Duration of the Services

The Vendor shall commence to deliver the goods no later than 15/09/2022

ANNEX 2: Price Schedule

| Item No. | Item Name | QTY | Type | Unit Price | Total Price |
|----------------------------------|--|-----|------|------------|-------------|
| 1. | Industrial Paper Cutter and Mixer (local or imported) | 2 | | | |
| 2 | Rough Paper Professional printer | 1 | | | |
| 3 | Electric Paper Cutter | 1 | | | |
| 4 | Ceramic oven of one cubic capacity to local suppliers from Hebron and Jerusalem X2 | 2 | | | |
| GRAND TOTAL IN USD. | | | | | |
| GRAND TOTAL IN USD excluding vat | | | | | |

Delivery Period:

- Offers must remain valid for at least 90 calendar days after the offer deadline.
- Offeror has the right to apply for only available items.

Company info:

| | |
|--|--|
| Total Price in words excluding Vat: | |
| Contact Name | |
| Phone Number: | |
| Address: | |
| Signature: | |