

## REQUEST FOR QUOTATION RFQ Number RFQ-GHANA-2017-03-YIEDIE

**Date: March 7, 2017**

From	To
<b>Global Communities</b>	<b>Prospective Suppliers</b>

Special Instructions	Delivery Terms
All quotations must be submitted on company letterhead, must include Supplier's legal address, must be stamped, and must be valid for no less than 60 calendar days.	EXW Incoterms 2010

Quotation Submission Date:	Submit Quotation to:	Terms of Payment:
No later than 12:00 noon, Friday March 17, 2016	Email: <a href="mailto:ghac bids@globalcommunities.org">ghac bids@globalcommunities.org</a>	100% upon delivery and acceptance

### I. STATEMENT OF WORK

Global Communities Ghana requires one (1) Generator Set for the MasterCard Foundation-financed YIEDIE program. In order to be considered responsive to this RFQ, the Bidder, on Annex A – Specification Table, shall indicate whether or not the proposed Generator Set meet the Mandatory Features described below.

#### A. Generator Set Technical Specifications

##### Mandatory Features

- Quotation for 3 phase 40KVa,50KVa or 60KVa Generator
- Supply and installation at Kumasi in the Ashanti Region
- Should have Soundproof enclosure
- Equipped with automatic voltage regulator battery set, alternator battery charger, circuit breaker, dry air filter, silencer, anti and vibration mounts, and should have emergency stop function
- Bidder be prepared to provide after sales services

## II. INSTRUCTIONS TO THE PROSPECTIVE SUPPLIER

### A. Form of Quotation

To be considered for award, Bidder must specify, address and confirm each of the following 8 items in its quotation.

1. Adherence to Technical Specifications – Bidder shall confirm on Annex A – Specification Table whether or not the proposed Generator Set meet the Mandatory Features above.
2. After-Sales Service – Bidder must specify on Annex A – Specification Table the name and address of an authorized after-sales service center in Kumasi, Ghana, for the Generator Set.
3. Quotation Validity – Bidder must specify on Annex A – Specification Table a quotation validity of no less than 60 calendar days.
4. Bidder Eligibility – must be eligible to participate per E.2 of this RFQ. Global Communities shall verify bidder eligibility per E.2.
5. Bidder shall complete, sign and submit Annex B – Evidence of Responsibility as part of its Quotation.
6. Price per Generator Set shall be inclusive of all costs.
7. Delivery Schedule – Bidder must specify the time in calendar days required upon placement of order to release Generator Set to Global Communities.
8. Warranty Terms – Bidder must specify warranty period and coverage for the Generator Set

### B. Evaluation Factors

Quotations will be evaluated as described below. Global Communities shall first evaluate mandatory factors on Acceptable/Not Acceptable basis to determine whether they meet the stated requirements. Global Communities shall then evaluate the weighted factors, assigning maximum points to the best offer of price, delivery schedule, and warranty. Higher price, longer delivery schedule, and shorter warranty will result in a correspondingly lower score.

The quotation that passes all mandatory requirements and earns the most points out of 100 will be determined to offer the best value to Global Communities and MasterCard Foundation. In conducting its evaluation, Global Communities may seek information from any source it deems appropriate to obtain or validate information regarding the Bidder's quotation.

1. Adherence to Technical Specifications	Acceptable/Not Acceptable
2. Authorized After-Sales Service	Acceptable/Not Acceptable
3. Quotation valid for no less than 60 calendar days	Acceptable/Not Acceptable
4. Eligible to Participate per E.2 below	Acceptable/Not Acceptable
5. Evidence of Responsibility	Acceptable/Not Acceptable
6. Price	70 points
7. Delivery Schedule	20 points
8. Warranty	10 points

### C. Questions on this RFQ

Questions should be sent by no later than 12:00 noon, March 13, 2017, via email to: [ghacbids@globalcommunities.org](mailto:ghacbids@globalcommunities.org). Any information given to one prospective Supplier concerning this RFQ will be furnished to all Bidders as an amendment to this RFQ.

#### **D. Contract Award**

1. Bidders are advised to submit their best offer initially as Global Communities intends to evaluate quotations using the evaluation factors listed above and make one or more awards without discussions. However, Global Communities reserves the right to conduct discussions if, following the evaluation, Global Communities deems it necessary.
2. Any contract awarded under this RFQ shall include Global Communities *General Terms and Conditions for Commercial Purchase Orders*, including the clause entitled Packing and Delivery, which states, in part, that Global Communities may invoke and the Supplier shall pay a late delivery penalty if Seller has misrepresented in its quotation or is delinquent in meeting the delivery schedule.

#### **E. RFQ Terms and Conditions**

1. Global Communities reserves the right to accept or reject any quotation, and to cancel the bidding process and reject all quotations, at any time prior to award, without thereby incurring any liability to Bidders or any obligation to inform Bidders of the grounds for Global Communities action.
2. Preventing Terrorist Financing/Debarment and Suspension
  - (a) Global Communities complies with U.S. Sanctions and Embargo laws and Regulations including Executive Order 13224 on Terrorist Financing, which effectively prohibit transactions with persons or entities that commit, threaten to commit or support terrorism. Any person or entity that participates in this bidding process, either as a prime or sub to the prime, must not be on (i) the U.S. Department of Treasury Office of Foreign Assets Control (OFAC) Specially Designated Nationals (SDN) List or (ii) the United Nations Security Designation List. Global Communities shall disqualify any bid received from a person or entity that is found to be on either List or otherwise ineligible.
  - (b) Firms or individuals that have an active exclusion on the System for Award Management (SAM) ([www.sam.gov](http://www.sam.gov)) shall not be eligible for financing and shall not be used to provide any commodities or services contemplated by this RFP/RFQ.
3. Any changes to this RFQ shall be through amendment. Copies of amendments will be furnished to all Bidders.

[end of RFQ]