



Sindh Rural Support Organization

Request for Quotations

For

Procurement of Mosquito Nets

Ref No: **RFQ** # SRSO\HO\PU\2022-23-867

Issue date: October 22, 2022

Foreword

This bidding document has been prepared by Sindh Rural Support Organization and is based on the NPGP & IFAD-issued standard procurement document governing requests for quotations. This bidding document is to be used for the procurement of goods using shopping as a procurement method in projects that are financed by NPGP & IFAD.

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Sindh Rural Support Organization (SRSO) was incorporated on May 29, 2003 as a not-for-profit Organization and registered under section 42 of the Companies Act 2017 (Formerly known as Companies Ordinance, 1984). SRSO is funded by government of Sindh to work in the designated districts of Sindh. This policy has been endorsed by government to achieve the goals of poverty reduction through community empowerment, skills enhancement, capacity building and development of community supported infrastructure projects, and the provision of support for income generation, enterprise development and micro credit. For this purpose, SRSO organizes the local communities and develop their managerial and technical capacity. People and the government are supported in forging partnership and inculcating the sense of ownership among the people. SRSO is presently entrusted with the responsibility of fostering a network of community organizations at the grassroots level across the Sindh province and works in the following sub-sectors while applying the participatory development approach of sustainable development goals.

SRSO's mandate is to alleviate poverty by harnessing people's potential lying within the communities to help themselves and undertake development activities.

BACKGROUND

The social mobilization movement began in Pakistan in December 1982 originating in the Northern Areas. The pioneer of this movement was the Aga Khan Rural Support Programme (AKRSP). It gradually spread to the rest of the country under the guise of provincial Rural Support Programme (RSPs) established by the Government of Pakistan and collaborative donor funding. For the purpose, Sindh Rural Support Organization (SRSO) was established to work under the umbrella of Rural Support Programme Network in designated districts of Sindh. In July 2003, Sindh Rural Support Organization (SRSO) was established, funded by Government of Sindh with the provision of an endowment of Rs. 500 million that was raised to Rs. 1 billion in subsequent years. The Sindh Rural Support Organization has thus a history of 17 years. It started its activities initiated by National Rural Support Programme (NRSP) in District Sukkur. NRSP had planned to cover only three Union Councils of District Sukkur. SRSO has since then expanded its programme to 23 Union Councils in five districts namely Sukkur, Khairpur, Shikarpur, Jacobabad and Ghotki. Now SRSO is working in 15 district of the Sindh province, i.e. Sukkur, Khairpur, Ghotki, Naushahro Feroze, Shaheed Benazirabad, Sanghar, Badin, Thatta, Mirpurkhas, Umerkot, Shikarpur, Jacobabad, Larkana, Kashmore-Kandhkot and Qambar-Shahdadkot, and 695 Union Councils of these districts.

OBJECTIVES

The main objective of SRSO is to foster a network of grassroots level organizations in SRSO's program area to enable rural communities to plan, implement and manage developmental activities and programme for the purpose of ensuring productive employment, alleviation of poverty and improvement in the quality of life.

To reinforce and compliment Government of Pakistan's policy of poverty alleviation.

To support and strengthen Government of Sindh's efforts to translate poverty reduction strategies into action.

APPROACH

The people need social guidance to harness their potential. Such guidance is essentially needed for the following purposes:

To get organized for pooling of their resources, cutting down overheads, achieving economy of scale, etc.

To identify genuine leaders /activists/cadres from amongst themselves or the community. It is only these cadres and not outsiders that can bring out the willingness and harness the people's potential.

To identify and prioritize what the people are willing to undertake in terms of opportunities and needs and not demands which have to be provided by outside agencies (the assumption in social mobilization is that guided or blue print approach is not effective).

To assess the feasibility of the identified portfolio opportunities and needs in terms of people's capacity, willingness, requirement of resources and availability of resources from within and outside.

To arrange, secure and facilitate the flow of required resources to the community; and to linkages between them and other development agencies.

To reinforce and compliment Government of Pakistan's policy of poverty alleviation.

To support and strengthen Government of Sindh's efforts to translate poverty reduction strategies into action.

VISION

The Vision of SRSO is to foster a framework of grassroots institutions in villages located in 695 Union Councils of 15 Districts in Sindh, to harness the potential lying within the communities to help themselves. SRSO works to release the potential abilities, skills and knowledge of rural men and women, to enable them to articulate their aspirations and to effectively marshal the resources they need to meet their identified needs. The purpose is poverty alleviation for sustainable development through the provision of necessary resources and tools that will empower rural communities - enabling people to break the cycle of poverty, which begins with lack of opportunity, extends to the well-known miseries of economic and nutritional poverty and leads new generations to endure the same conditions. The process is social mobilization - bringing people together on new terms for a common purpose. The conceptual tools are 'social guidance' (recruiting local men and women who will take on a leadership role), advocacy, capacity building and awareness raising. The programmatic tools are training, support to institutions, micro-credit, infrastructure development, natural resource management and 'productive linkages'.

Bid Detail:

1	Date of commencement of Bidding Document	22-10-2022
2	Last date and time for receipt of Bidding Document	28-10-2022 by 3:00 PM (PST)
3	Date and Time of Bid Opening	28-10-2022 by 3:30 PM (PST)
4	Place of opening of Bids	Committee Hall, Sindh Rural Support Organization, SRSO Complex, Near Taj Petrol Pump, Main Shikarpur Road Sukkur Tel: 071-56271820
5	Address for communication	As Above
6	Contact us:	For information and any clarification please feel free to contact at info@srso.org.pk .

REQUEST FOR QUOTATIONS

Ref No: RFQ # SRSO\HO\PU\2022-23-867

Procurement of Mosquito Nets

1. Sindh Rural Support Organization has received financing from the NPGP & International Fund for Agricultural Development (“the Fund” or “IFAD”) towards the cost of National Poverty Graduation Programme (NPGP), Sindh Rural Support Organization (SRSO), and intends to apply part of this financing to the purchase for which this request for quotations (RFQ) is issued.

The use of any IFAD financing shall be subject to IFAD’s approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD’s rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with National Poverty Graduation Programme (NPGP).

2. This procurement is based on the national shopping method as laid out in the IFAD Procurement Handbook.
3. The bidder shall not have any actual, potential or reasonably perceived conflict of interest. A bidder with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. A bidder, including their respective personnel and affiliates, are considered to have a conflict of interest if any of them.
 - a) has a relationship that provides them with undue or undisclosed information about or influence over the evaluation process and the execution of the contract, b) participates in more than one quotation under this procurement action, c) has a business or family relationship with a member of the purchaser’s board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this request for quotation, (ii) the selection process for this procurement, or (iii) execution of the contract. A bidder and the supplier have an ongoing obligation to promptly disclose any situation of actual, potential or reasonably perceived conflict of interest during the preparation of the quotation, the evaluation process or the contract execution. Failure to properly disclose any of said situations in a promptly manner may lead to appropriate actions, including the disqualification of the bidder, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations¹.

- 4) All bidders are required to comply with the Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations (hereinafter, "IFAD's Anticorruption Policy") while competing for, or in executing, the contract.
- a. If determined that a bidder or any of its personnel or agents, or its sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers, and/or the latter's personnel or agents, has, directly or indirectly, engaged in any of the prohibited practices as defined in IFAD's Anticorruption Policy or in sexual harassment, exploitation and abuse as defined in IFAD's Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse² in competing for, or in executing, the contract, the quotation may be rejected or the contract may be terminated by the purchaser.
 - b. In accordance with the IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations, the Fund may investigate and, when applicable, sanction entities and individuals, including by debarring them, either indefinitely or for a stated period of time, to participate in any IFAD-financed or IFAD-managed activity or operation. A debarment includes, *inter alia*, ineligibility to: (i) be awarded or otherwise benefit from any IFAD-financed contract, financially or in any other manner; (ii) be a nominated sub-contractor, consultant, manufacturer, supplier, sub-supplier, agent or service provider of an otherwise eligible firm being awarded an IFAD-financed contract; and (iii) receive the proceeds of any loan or grant provided by the Fund. The Fund may also unilaterally recognize eligible debarments by any of the international financial institutions signatories to the Agreement for Mutual Enforcement of Debarment Decisions.
 - c. Bidders and any of their personnel and agents, and their sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers, and the latter's personnel and agents are required to fully cooperate with any investigation conducted by the Fund, including by making personnel available for interviews and by providing full access to any and all accounts, premises, documents and records (including electronic records) relating to this bidding process or the execution of the contract and to have such accounts, premises, records and documents audited and/or inspected by auditors and/or investigators appointed by the Fund.
 - d. Bidders have the ongoing obligation to disclose in their quotation and later in writing as may become relevant: (i) any administrative sanctions, criminal convictions or temporary suspensions of themselves or any of their key personnel or agents for corrupt, fraudulent, collusive, coercive or obstructive practices, and (ii) any commissions or fees paid or to be paid to agents or other parties in connection with this bidding process or the execution of the contract. Bidders must disclose the name and contact details of the agent or other party and the reason, amount and currency of the commission or fee paid or to be paid. Failure to comply with these disclosure obligations may lead to rejection of the quotation or termination of the contract.

- e. Bidders shall keep all records and documents, including electronic records, relating to this bidding process available for a minimum of three (3) years after notification of completion of the process or, in case the bidder is awarded the Contract, execution of the contract.
- 5) The Fund requires that all beneficiaries of IFAD Funding or funds administered by IFAD, including the purchaser, any bidders, implementing partners, service providers and suppliers, observe the highest standards of integrity during the procurement and execution of such contracts, and commit to combat money laundering and terrorism financing consistent with IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy.³
- 6) SRSO invites you to submit your price quotation in a pro forma invoice format for the supply of the items listed in v 1 of this RFQ.
- 7) Deadline of Bid submission is 28th October 2022. Time 3:00 pm.
- 8) Your quotation in the required format should be addressed to: Ameet Raja - Senior Procurement Officer Sindh Rural Support Organization (SRSO) Head Office - Near Taj Petroleum Service - Shikarpur Road Sukkur.
- 9) The quotation should be accompanied by:
 - a. A copy of your business registration and NTN.
 - b. Completed price and delivery schedule.
 - c. Adequate technical documentation and catalogue(s) and any other pertinent information (please refer to point 13).
- 10) The complete documents can be downloaded from the website www.srso.org.pk. The deadline for submission of bids day/time is mentioned above and the bids will be opened on same day i-e 28th October 2022 after the 30 minutes of bid opening time that is 3:30 pm.
- 11) Quotations should be submitted by hard copy, by the deadline and to the address stated in point 7.
- 12) The quotation must be submitted on company letterhead.
- 13) Bidders must quote all items in the RFQ. A partial quote will not be accepted. If a quotation shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. An item not listed in the quotation shall be assumed not to be included in the quotation.
- 14) **Evaluation:** The purchaser shall award the contract to the bidder whose sample quality will be better than other vendors and whose offer will be determined to be the lowest priced quotation.

The purchaser's evaluation of a quotation may take into account, in addition to meeting the minimum technical and qualification requirements, the following factors;

- (a) **Delivery schedule:** The items are required to be delivered within the time as specified in the delivery schedule. Quotations offering delivery beyond this delivery time shall be treated as non-responsive.
- (b) **Deviation in payment schedule:** Bidders shall state their quoted price for the payment schedule in the payment terms below. Quotations shall be evaluated on the basis of this base price. Bidders requesting payment terms other than those stipulated in clause 15 below shall have their quotations treated as non-responsive.
- (c) Bidders must meet the minimum qualification criteria as per the following:
 - a. Should demonstrate 3 years of satisfactory experience of providing office supplies to donor funded projects, public sector departments or NGOs.
 - b. Provide list of clients.
 - c. Provide reference details/contacts of three recognized clients.
 - d. Attach copies of supply agreements for at least three donor funded projects, government departments or multinational organizations.
 - e. Should be a registered entity (proof of NTN and GST registration to be attached).
 - f. Supplier must submit the 2% Bid security in the shape of Pay Order on title (Sindh Rural Support Organization).
 - g. Supplier must submit their sample along with Bid.
- 15) **Prices:** Prices shall be in Pakistani Rupees (PKR). Prices quoted in currencies other than PKR will be evaluated after converting the currency into PKR at the exchange rate prevailing at <http://www.xe.com> on the date of the deadline of submission for quotations.
- 16) **Payment:** Payment will be made in full by cheque to company account within 30 days after delivery and acceptance of goods.
- 17) **Delivery:** Prices should be quoted DAP (Delivered at Place).
- 18) **Delivery Schedule:** All items should be delivered after signature of contract. Bidders must state an exact delivery time in the quotation.
- 19) **Liquidated Damages:** The rate of these liquidated damages shall be 0.07% per day or 0.5% per week up to a maximum of 10% of the total Contract price.
- 20) **Resolution of Disputes:** Any dispute arising during the execution of any procurement

contract or in connection to it, shall be settled by reference to arbitration by a sole arbitrator appointed by consent of both parties or if the parties cannot agree on the appointment of a sole arbitrator, to the arbitration of two arbitrators, one to be appointed by each party and in case of disagreement between them to the arbitration of an Umpire who shall be appointed by the said two arbitrators before entering on the reference. The venue of arbitration shall be at Sukkur and shall be held in all respects in accordance with the Arbitration Act 1940 and any statutory modification or re-enactment thereof.

- 21) **Warranty:** Items offered should be covered by at least 12 months' warranty from the date of delivery to the purchaser/procuring entity. Goods offered shall be new, unused and based on the manufacturer's current and most recent model.
- 22) **Validity:** Your quotation should be valid for a period of 90 days from the date of your quotation.
- 23) **Purchase Orders under Contract.** This Request for Quotations is for a Contract. Unit prices quoted under Annex 1 - Schedule of Requirements shall be incorporated in the contract and will be fixed for a period of 6 months. The initial duration will be 6 months and will be extended on the basis of performance. The contract shall be issued by the Sindh Rural Support Organization (SRSO) before the end of the validity of the quotation to the eligible bidder who submitted the lowest evaluated quotation.

Purchase orders will be issued through email under the contract as per the agreed rates. The purchase orders will be issued on need basis and will originate from the Senior Program Officer-Procurement designee.

Yours sincerely,

Ameet Raja

Senior Program Officer-Procurement

Annex 1

Schedule of Requirements

All specifications are stated in **minimum terms**, except where ranges, approximations, maximum levels or exactitudes are stated.

Sr. No	Description and Specifications	Unit of Measure	Quantity	Unit Price (PKR)	Total Price (PKR)
1	Material 100% Polyester, durable strong and nonflammable. General details approx. (55mg/m ²). Deltamethrin (156/inch ²). Ready to use mosquito bed net treated long lasting insecticide. (Size approx. 115 × 180 × 150cm OR 5.0# Single/Approx.) Weight: 390gm or above with packing.	Nos	9,800		

Delivery Period (expressed in form of number of days following the PO issuance date): _____

Place of delivery: Sindh Rural Support Organization (SRSO) Office, Sukkur

General Terms & Conditions:

SRSO reserves the right to increase or decrease the quantity, if required or right to reject any or all Bids/Offer without assigning any reason or cancel the process at anytime.

SRSO reserves the right to increase/decrease the quantity of items/scope of the work. Bidder has no right to challenge the decision in Court.

An effort by a bidder to influence Sindh Rural Support Organization, directly or indirectly THROUGH UNFAIR MEANS may result in the black listing for any future tender of Sindh Rural Support Organization.

The SRSO does not bind itself to accept the lowest or any Bid and reserves the right to reject any or all Bids at any point of time prior to the issuance of Service order without assigning any reasons whatsoever.

Successful bidder (s) require to submit performance security of 5% of contract price (Refundable at the end of contract) in favor of Sindh Rural Support Organization.

SRSO has the right to split the order in one, two or more service provider (s) depending upon the beneficial offer.

The offer should be completed in all aspects and incomplete bid (s) will be rejected.

The bidder will provide the affidavit for not having blacklisted from any organization.

Any Bid, submitted with incorrect / false information will be rejected. Further, if any bidder is found to have submitted incorrect / false information at any time, he may be debarred from participation in the future tendering processes.

Bids once submitted will be treated, as final and no further correspondence will be entertained on this.

- SRSO will forfeit the bid security in following cases.
- If bidders withdraw its bid during opening time of tender.
- If successful bidder withdraw its bid prior to the agreement.

No offer can be withdrawn by the vendor subsequent to the closing date and time for submission of offers.