



SUSTAINABLE GROWERS

Block 33, Mwenge St. Vwawa, Mbozi - Songwe

P.O.Box 677, Mbozi – Songwe - Tanzania

TENDER FOR SUPPLY OF THE TEAM SAVING AND LENDING (TSL) TOOLS TO SGR BENEFICIARIES IN TANZANIA

Introduction

Sustainable Growers is a local NGO having a goal of improving the livelihoods of low-income women farmers and their families through collective trainings that create the basis for more transparent trade, improved quality, and higher prices in the coffee sector.

In this perspective, Sustainable Growers is looking for potential companies to supply team saving and lending tools to the SGR offices in Vwawa at the office address above mentioned.

1. General qualifications and required documents.

Interested companies should meet the following requirements:

1. Having experience of 3 years in performing similar services
2. Providing 3 recommendation letters of similar related services
3. Having a BRELA registration certificate.
4. Tax clearance certificate issued by Tanzania Revenue Authority (TRA).
5. A confirmation that the bidder has an Electronic Fiscal Device (EFD) machine.

2. Financial proposal

The process in response to this RFQ must include the transport cost of the materials to the six mentioned sites and should be all taxes inclusive and presented in-Tanzania currency. Prices must remain valid within the period agreed upon in the contract.

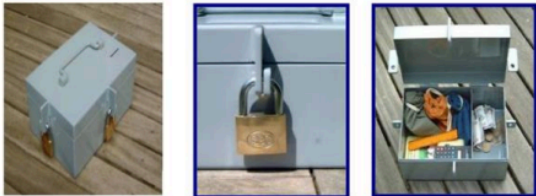
3. Technical Specifications and Quantities

No.	Item name	Quantity
1	Metal Cashbox with 3 lock	47
2	Member number cards	1175
3	Plastic bowls	94
4	Passbooks	1,003
5	Register Book	47
6	Rubber Stamp	47
7	Ink pad + 1bottles of ink	47
8	Rulers	47
9	Fabric money bags kit (khaki, yellow, and green)	47
10	Calulator	47

SUSTAINABLE GROWERS

Block 33, Mwenge St. Vwawa, Mbozi - Songwe

P.O.Box 677, Mbozi – Songwe - Tanzania

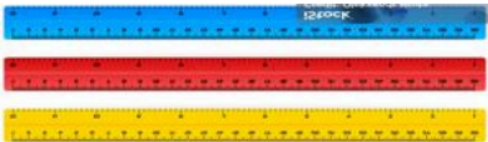
1	Metal Cashbox	Metal cashbox with 3 padlocks Dimension:20x30x15cm; Aluminum color	
2	Member number cards	Length 12cm, width 12cm, thickness 0.25mm, Color: White, Material: Plastic, Shape: Square / Set: Number of teams (1set =25); Type: Card	
3	2 plastic bowls in different colors (one for fines and one for money-counting)	2 plastic bowls in different colors, at least 30 cm in diameter and at least 15 cm deep	
4	PASSBOOKS	-Size: 10.5cmX16cm -Color of papers: White -Print color: Black -Cover page: Colored designed -Page :29pages NB: Sample will be shared	
5	Register Book	Size: Common sizes include A4 (210 x 297 mm),	
6	Rubber stamp for marking shares, Ink pad and 2	a. Rubber Stamp: Traditional type of rubber stamping with a check mark.	



SUSTAINABLE GROWERS

Block 33, Mwenge St. Vwawa, Mbozi - Songwe

P.O.Box 677, Mbozi – Songwe - Tanzania

	spare bottles of ink.	b. Ink Pad: Blue C. 2 Spare blue Ink Bottles for refilling the ink pad.	
7	Ruler	Material: Type of Plastic durable and flexible; Size and Dimensions: Length of 30 cm; Color: Available in a variety of colors.	
8	Fabric money bags kit (khaki, yellow, and green)	Three fabric moneybags with drawstrings: one in a color for the Social Fund, another in a different color for the Loan Fund, and a third in another color for the Agri-Fund. Specification: – Made of all-natural 100% cotton. – Size 12.5 cm x 17.5 cm.	
9	Calculator	A high-quality, original Casio dual-powered calculator.	

4. Evaluation Criteria and award

The Contract will be signed between Sustainable Growers and the bidder whose offer follows the RFQ instructions, meets eligibility requirements, and receives the highest score out of a determined set of weighted technical and financial criteria. The bidder will also present the samples of tools for evaluating that are complying with specification required.



SUSTAINABLE GROWERS

Block 33, Mwenge St. Vwawa, Mbozi - Songwe

P.O.Box 677, Mbozi – Songwe - Tanzania

The best bidder will be chosen through a quality and cost-based selection method in accordance with SGR procedures. Sustainable Growers may conduct negotiations with and/or request clarifications from any offer prior to award.

6. Confidentiality and Information Governance

All documents related to this RFQ shall remain the property of Sustainable Growers. Sustainable Growers reserves the right to disclose all documents relating to this Procurement Process, including without limitation your tender response, to any employee, third party agent, adviser, or other third party involved in the procurement in support of, and/or in collaboration with Sustainable Growers.

7. Submission method

Interested companies must submit their bid documents electronically via: recruitment@sustainablegrowers.org not later than 31st December 2024 at 5:00 PM local time. Late bids will be automatically rejected. Only selected company will be communicated.

Done at Kigali, on 17th December 2024

Christine CONDO

Executive Director - Sustainable Growers