

Cuso International Invites Eligible Bidders for the Procurement of SANITARY PAD

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Bid closing date	November 27, 2024, on or before 5:00 P.M.
Bid opening date	No Specific Opening Date and Time
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Bid bond	30,000.00 Birr
Region	Addis Ababa

INVITATION TO TENDER FOR SUPPLIES OF SANITARY PAD

1.REQUEST FOR PROPOSALS (RFP) OVERVIEW

RFP No: T-CI-ET-2024-020

RFP Title: SUPPLIES OF SANITARY PAD FOR SCHOOL GIRLS STUDENTS

RFP Issued By: Cuso International Country Program Office in Ethiopia

Issuance Date: November 14, 2024

Countries and destination cities of delivery: Cuso International Assosa field office, Assosa Town, Ethiopia

Proposal Submission Date: November 27, 2024

Language of proposal: The Technical and financials proposals must be submitted in English.

Instructions for Submission of Proposals: All proposals should be submitted to the Cuso International Country Program office in Ethiopia via the following address:

Cuso International Ethiopia Country Program Office, H & M Building, 7th Floor (Around 22 Mazoria, In Front of Blue Bird Hotel), Yeka S.C, Woreda. 08, H# New map No.D.03/2580/01/3585 Addis Ababa | Tel # 011 6 590698

Awards: It is anticipated that there will be one award. Issuance of this Request for Proposals does not constitute an award commitment on the part of Cuso International nor does it commit Cuso International to pay for costs incurred in the preparation and submission of a proposal.

2.TERMS OF REFERENCE

A.BACKGROUND

Cuso International is an international cooperation and development organization that works to create economic and social opportunities for marginalized groups. Together with our partners,

we are focused on efforts to advance gender equality and social inclusion, improve economic resilience, and deliver progress on climate action. We believe that by sharing skills, we can build better futures. Founded in 1961, Cuso International works in Africa, Latin America and the Caribbean, and Canada.

Wherever we work and in everything we do, Cuso International prioritizes the interests and needs of marginalized communities. We use the term “marginalized” to refer to all groups of persons excluded from mainstream social, economic, educational, political, and/or cultural life, including those who face discrimination on the basis of their gender, ethnicity, political opinions, legal status, socioeconomic status, sexual orientation, and/or religion. Such marginalization varies by context. Marginalized groups usually include (but are not limited to) women and girls, Indigenous Peoples, people living with disabilities or in extreme poverty, youth, elderly, refugees, migrants and other displaced people.

UGIRLS-2 PROJECT

Partnering with the Institute of International Education (IIE), Cuso International has been implementing a project called Promoting Greater Access to University for GIRLS (“U-GIRLS-2”). This project is funded by the Government of Canada through Global Affairs of Canada (GAC).

U-GIRLS2 project aims to increase access to higher education for high school girls in Ethiopia by applying a holistic, multi-sectoral approach to empower girls and young women through quality education. The project targets seven secondary schools in Benishangul-Gumuz Regional State (BSG) and will support economically disadvantaged high school girls and high school girls with special needs. This initiative is the result of an intensive participatory design process led by Cuso International with its technical partner, the International Institute of Education (IIE), and local partners, including the Bureau of Education, Bureau of Women, Children and Youth, Bureau of Finance and Economic Development.

B.RFP DETAILS

SANITARY PAD FOR SECODARY SCHOOLS GIRLS

No	Description	Unit of Measure	Quantity	Unit Price (Including all applicable taxes)	Total Price (Including all applicable taxes)
1	SANITARY PAD	PAD	8000		

C.DELIVERY OF SUPPLIES OF STUDENT SANITARY PAD

The supplier will

1. Deliver the supplies of sanitary pad for female students at secondary school girls, Cuso International Assosa field office, Assosa Town

D. SELECTION CRITERIA

Please find below the election criteria for bidders must provide the information and include it in the bid document. Failure to provide all the information requested may invalidate the bid.

#	Evaluation Criteria	Points
1	Technical Proposal Evaluation	70
2	Financial Evaluation	30
	Total	100%

N.B: The technical criteria shall take 70% of the total, while financial offer shall take the remaining 30%. Detailed technical evaluation criteria's will be described in detail with score points on pre bidding minute note.

1.SUPPLIER INFORMATION

Please provide the following information:

- Company Name, Address, Phone and fax, Contact person with email.

2.PRICING

1. Prices must be expressed in ETB
2. Prices should include transportation to deliver to Cuso International Assosa Office.
3. Prices should be quoted including taxes.
4. Any discount offered to Cuso International must be clearly indicated.

3.LEAD AND DELIVERY DETAILS

Terms of reference for execution will be negotiated with the successful supplier, with details of lead times and schedules. However, the delivery place will be Cuso Assosa Field Office.

4.SAMPLE DELIVERY

Suppliers shall deliver and submit their sample Sanitary Pad with their technical and financial proposal at the time of submission date.

N.B: Please tag or label your company name on the sample item your company provided.

5.PAYMENT TERMS

The payment should be up on delivery of the materials.

E.CONDITIONS OF TENDER

1. Cuso International reserves the right to deal with any tender of its choice or any or all parts of the tender and to purchase items from various tenders.

2. Cuso International is not bound to accept the lowest offer or any offer.
3. The winner of the contract will be an exclusive supplier unless unable to provide the required goods/services at the right time. In such cases, the second preferred supplier will be contacted, and so on.
4. Prices quoted must be valid for the full 30 working days / one month and a half period.
5. This request for tender is not a contract or an offer into a contract but is a request for a quotation for the goods/services indicated in this document. However, a contract will be established based on the tender decision.
6. Cuso International is in no way responsible for any costs associated with preparing the tender response.
7. Cuso International reserves the right to alter the dates of the tender timetable.
8. Cuso International will inform each respondent to the tender of the decision on their offer through a letter of engagement if successful, or otherwise by email. Cuso International is not obliged to justify or explain selection to any respondent. Respondents are encouraged to contact Cuso International for any information required to submit a competitive bid.

FTENDERS SUBMITTED MUST BE ACCOMPANIED WITH:

- Renewed business license for the year 2016 E.C. VAT | TIN/VAT registration certificate
- The bidders shall submit their proposal into a separate three sealed envelope named "Technical Proposal" and "Financial Proposal" and CPO with product sample.
- Technical Proposal shall describe well about your Company profile.
- Provide a sample with your bid proposal.
- Financial Proposal describes the price quotation your company offered for the above requested item, price validity date, delivery time of the item and payments terms of the contract.
- Evidence of past performance records on similar works and other relevant credentials.
- Statement of Declaration in compliance with Cuso International Policies.

Tenders must be submitted in three (3) sealed envelopes, bearing the bidder's official seal, and clearly marked TECHNICAL and FINANCIAL PROPOSAL "Original" and "Copy" and CPO, and must include the bidders' name, and contact address, as well as the Tender title and reference number.

Tenders must be submitted in the bid box prepared for this purpose at Cuso International, Ethiopia Country Office **on November 27, 2024, on or before 5:00 P.M.**

The bidders shall submit **a bid bond of ETB 30,000 in ETB** in the form of CPO in the name of Cuso International.

Cuso International Ethiopian CO Committee will open tender responses at its own discretion.

Cuso International reserves the right to accept or reject this bid, in its partial, or in its entirety.

Company Info







[Cuso International Ethiopia](#)

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Address

H & M Building, 7th Floor (Around 22 Mazoria, In Front of Blue Bird Hotel), Yeka S.C,
Woreda.08, H# New map No.D3/25.080/01/3585 Addis Ababa

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