

## Request for Quote/Proposal (RFQ/RFP)

|   |   |
|---|---|
| Commodity/Service Required:                                     | Feed laboratory equipment and Silo & Conveyor belt with commissioning, testing, training, installation, transportation, loading, unloading and all necessary costs at the project site Somali Regional State, Jigjiga City Administration |
| Type of Procurement:  | Goods and Services  |
| Type of Contract:   | Cost not to exceed  |
| Term of Contract:   | One Time  |
| Contract Funding:   | Department of State (DOS)   |
| This Procurement supports:                                      | Feed The Future Ethiopia Transforming Agriculture   |
| Submit Proposal to:   | See the method of submission below  |
| Date of Issue of RFP:   | January 4, 2026   |
| Date Questions from Supplier Due:                               | January 15, 2026, at 17:30 East Africa Time (EAT)   |
| Date Proposal Due:  | January 23, 2026, at 17:30 East Africa Time (EAT)   |
| Approximate Date Purchase Order Issued to Successful Bidder(s): | <b>TBD</b>  |

|   |  |
|---|--|
| <b>Method of Submittal:</b>   |  |
| Via email to <a href="mailto:InkindProcurement.ETA@transforming-agriculture.org">InkindProcurement.ETA@transforming-agriculture.org</a>   |  |
| Respond via e-mail with attached document in MS Word / pdf format.  |  |
| The Bidder/Seller agrees to hold the prices in its offer firm for 120 <b>days</b> from the date specified for the receipt of offers, unless another time is specified in the addendum of the RFP/RFQ. |  |
| Solicitation Number:  | ETA-AA-25-037A-GRT<br>ETA-AA-25-037B-GRT |

### Attachments to RFP:

1. Attachment "A" – Commodity Specifications
2. Attachment "B" – Instructions to Bidders/Sellers
3. Attachment "C" – Vendor Information Form
4. All PO Terms and Conditions are listed on our website at: [rti-po-terms\\_English Version - v1.20.pdf](http://rti-po-terms_English Version - v1.20.pdf) or for commercial items: <http://www.rti.org/files/PO FAR Clauses Commercial Items.pdf> (hereinafter the "Terms"). Supplier's delivery of products, performance of services, or issuance of invoices in connection with this purchase order establishes Supplier's agreement to the Terms. The Terms may only be modified in writing signed by both parties.

All bidders/sellers are responsible to carefully review each attachment and follow any instructions that may be relevant to this procurement.

## Attachment A

# Commodity Specifications or Statement of Work

### Statement of Work

#### Description of Activity/Service:

RTI is an independent organization dedicated to conducting innovative, multidisciplinary research that improves the human condition. Founded as a centerpiece of the Research Triangle Park in North Carolina in 1958, RTI offers innovative research and development and a full spectrum of multidisciplinary services. It has a worldwide staff of more than 4,000 people. RTI's Feed the Future Ethiopia Transforming Agriculture Activity Agriculture project that is being implemented by RTI International, invites bids from eligible providers to supply Feed laboratory equipment and Silo & Conveyor belt with transport and other necessary costs.

The detailed requirements and dates of service are provided below.

#### Product or Service Expectations (both if applicable):

##### **LOT-1 Feed laboratory equipment**

- Near Infrared Spectroscopy (NIRS) Equipment for Animal Feed Analysis with the following technical specification (Wavelength range (780 – 2500 nm), Spectral resolution (2 – 10 nm), Scan time (<1 minute per sample), Sample type (Ground feed, pellets, mash, raw materials), Detector types (PbS, InGaAs), Calibration models (PLSR, MLR, ANN), Connectivity (Ethernet, USB, Cloud-enabled options), Data output (% Moisture, Crude Protein, Crude Fat, ADF/NDF, Starch, Ash Including installation and training)
- Deep Chest Freezer (Vertical Fridge): 500L capacity lab-grade

##### **LOT-2 Silo and Conveyor belt**

- Steel silo  $\Phi 7.3m \times 8c$  (1,000 Ton Capacity): Warehouse type:  $\Phi 7.3m \times 8.96m$ , diameter 7333mm, eaves height 8960mm, 8 floors. Single warehouse volume:  $1379m^3$ , warehouse roof inclination angle 25°, roof height 1.65m, warehouse roof grain opening  $\Phi 300mm$ . Warehouse wall panel: profiled corrugated board, hot dip galvanized for anti-corrosion, galvanized amount  $275g/m^2$  (double-sided). Column: Double S-shaped cross-section stiffeners, 16 evenly distributed along the circumference. Double-layer warehouse wall door, installed on the bottom warehouse wall panel. The warehouse roof frame is assembled with 16 C-shaped steel purlins. The warehouse roof cover is pressed and assembled from 0.75mm hot-dip galvanized sheet. Each warehouse is equipped with a set of vertical internal ladders. There is a 1.2m high guardrail on the top of the warehouse, equipped with 2 natural ventilation hoods and an observation hole.
- Steel silo  $\Phi 5.5m \times 9c$  (500 Ton Capacity): Warehouse type:  $\Phi 5.5m \times 10.08m$ , diameter 5500mm, eaves height 10080mm, 9 floors. Single warehouse volume:  $534m^3$ , warehouse Roof inclination angle 25°, roof height 1.65m, warehouse roof grain opening  $\Phi 300mm$ . Warehouse wall panel: profiled corrugated board, hot dip galvanized for anti-corrosion, galvanized amount  $275g/m^2$  (double-sided). Column: Double S-shaped cross-section stiffeners, 12 evenly distributed along the circumference. Double-layer warehouse wall door, installed on the bottom warehouse wall panel. The warehouse roof frame is assembled with 12 C-shaped steel purlins. The warehouse roof cover is pressed and assembled from 0.75mm hot-dip galvanized sheet. Each warehouse is equipped with a set of vertical internal ladders. There is a 1.2m high guardrail on the top of the warehouse, equipped with 2 natural ventilation hoods and an observation hole.
- Purchase cost for Automatic movable feed conveyor belt, Installation cost Automatic movable feed conveyor belt including testing and commissioning and Transportation cost to Jigjiga (Structure: Belt Conveyor. Material: Carbon Steel, Material Feature: Oil Resistant, Heat Resistant, Fire Resistant, Application: feed processing factory. Condition: New, Belt Width: 500/650/800/1000mm. Conveying

Distance 3- 30m, 3-30m, Belt Speed: 0.80/1.00/1.25/1.60/2.00/2.50m/S. Lifting Height: 0.8~12.5m, Capacity: 25~550m<sup>3</sup>/H. Slope Angle: 10° ~ 26°.

- Conduct Testing and Commissioning of a newly installed feed processing plant.

With commissioning, testing, training, installation, transportation, loading, unloading and all necessary costs to **Somali Regional State, Jigjiga City Administration.**

#### Deliverables, Timelines, Special Terms and Conditions:

1. For private businesses, offeror must submit proof of legal registration for similar services as demonstrated by 1) commercial registration certificate and tax identification number (TIN) and 2) renewed business license.
2. Offer must be denominated in local currency (Ethiopian Birr)
3. Offer must indicate the proposed lead time availability (number of days)
4. Offer must include costs for commissioning, testing, training, installation, transportation, loading, unloading and all necessary costs to the grantee's site in **Somali Regional State, Jigjiga City Administration.**

## Deliverables

### LOT-1 Feed laboratory equipment

- Near Infrared Spectroscopy (NIRS) Equipment for Animal Feed Analysis with the following technical specification (Wavelength range (780 – 2500 nm), Spectral resolution (2 – 10 nm), Scan time (<1 minute per sample), Sample type (Ground feed, pellets, mash, raw materials), Detector types (PbS, InGaAs), Calibration models (PLSR, MLR, ANN), Connectivity (Ethernet, USB, Cloud-enabled options), Data output (% Moisture, Crude Protein, Crude Fat, ADF/NDF, Starch, Ash Including installation and training)
- Deep Chest Freezer (Vertical Fridge): 500L capacity lab-grade

### LOT-2 Silo and Conveyor belt

- Steel silo Ø7.3m×8c (1,000 Ton Capacity): Warehouse type: Ø7.3m\*8.96m, diameter 7333mm, eaves height 8960mm, 8 floors. Single warehouse volume: 1379m<sup>3</sup>, warehouse roof inclination angle 25°, roof height 1.65m, warehouse roof grain opening Ø300mm. Warehouse wall panel: profiled corrugated board, hot dip galvanized for anti-corrosion, galvanized amount 275g/m<sup>2</sup> (double-sided). Column: Double S-shaped cross-section stiffeners, 16 evenly distributed along the circumference. Double-layer warehouse wall door, installed on the bottom warehouse wall panel. The warehouse roof frame is assembled with 16 C-shaped steel purlins. The warehouse roof cover is pressed and assembled from 0.75mm hot-dip galvanized sheet. Each warehouse is equipped with a set of vertical internal ladders. There is a 1.2m high guardrail on the top of the warehouse, equipped with 2 natural ventilation hoods and an observation hole.
- Steel silo Ø5.5m×9c (500 Ton Capacity): Warehouse type: Ø5.5m\*10.08m, diameter 5500mm, eaves height 10080mm, 9 floors. Single warehouse volume: 534m<sup>3</sup>, warehouse Roof inclination angle 25°, roof height 1.65m, warehouse roof grain opening Ø300mm Warehouse wall panel: profiled corrugated board, hot dip galvanized for anti-corrosion, galvanized amount 275g/m<sup>2</sup> (double-sided). Column: Double S-shaped cross-section stiffeners, 12 evenly distributed along the circumference. Double-layer warehouse wall door, installed on the bottom warehouse wall panel. The warehouse roof frame is assembled with 12 C-shaped steel purlins. The warehouse roof cover is pressed and assembled from 0.75mm hot-dip galvanized sheet. Each warehouse is equipped with a set of vertical internal ladders. There is a 1.2m high guardrail on the top of the warehouse, equipped with 2 natural ventilation hoods and an observation hole.
- Purchase cost for Automatic movable feed conveyor belt, Installation cost Automatic movable feed

conveyor belt including testing and commissioning and Transportation cost to Jigjiga (Structure: Belt Conveyor. Material: Carbon Steel, Material Feature: Oil Resistant, Heat Resistant, Fire Resistant, Application: feed processing factory. Condition: New, Belt Width: 500/650/800/1000mm. Conveying Distance 3- 30m, 3-30m, Belt Speed: 0.80/1.00/1.25/1.60/2.00/2.50m/S. Lifting Height: 0.8~12.5m, Capacity: 25~550m<sup>3</sup>/H. Slope Angle: 10° ~ 26°.

- Conduct Testing and Commissioning of a newly installed feed processing plant.

## Timelines

5. Delivery, installation, and commissioning shall be completed within 90-120 days from the date of contract signing.
6. Training for designated staff shall be conducted immediately following installation and testing.

## Special Terms & Conditions

7. The supplier shall be responsible for **transportation, loading, unloading, installation, commissioning, and testing** of the equipment to the grantee's site in **Somali Regional State, Jigjiga City Administration**.
8. **On-site training** shall be provided to end-users covering operation, maintenance, and troubleshooting.
9. The supplier shall ensure **warranty coverage of 24 months for all supplied equipment**.
10. All costs related to delivery, commissioning, training, and installation shall be included in the contract price.
11. The offer must provide a maintenance manual and a spare parts list with part numbers.
12. Final payment will be made upon **successful transportation, commissioning, testing, training, and installation**.

| LOTS  | Response                         |
|-------|----------------------------------|
| LOT 1 | <b>Feed Laboratory Equipment</b> |
| LOT 2 | <b>Silo and Conveyor belt</b>    |

## Pricing

### LOT-1 Feed laboratory equipment

| Item #                           | Quantity to be Purchased | Description of Commodity or Preferred Services Specifications   | Unit of Measure | Unit Fixed Price (Each) | Total Fixed Price (Each) | Lead Time Availability (Number of Days) |
|----------------------------------|--------------------------|---|-----------------|-------------------------|--------------------------|---|
| 1                                | 1                        | Near Infrared Spectroscopy (NIRS) Equipment for Animal Feed Analysis with the following technical specification (Wavelength range (780 – 2500 nm), Spectral resolution (2 – 10 nm), Scan time (<1 minute per sample), Sample type (Ground feed, pellets, mash, raw materials), Detector types (PbS, InGaAs), Calibration models (PLSR, MLR, ANN), Connectivity (Ethernet, USB, Cloud-enabled options), Data output (% Moisture, Crude Protein, Crude Fat, ADF/NDF, Starch, Ash Including installation and training) | Set             |                         |                          |   |
| 2                                | 1                        | Delivery/ Transportation cost of Near Infrared Spectroscopy (NIRS) Equipment for Animal Feed Analysis and Centrifuge (8–10 tube capacity) to the site factory (Jigjiga Industrial area)   | Trip            |                         |                          |   |
| 3                                | 1                        | Installation cost of Near Infrared Spectroscopy (NIRS) Equipment for Animal Feed Analysis at the site factory (Jigjiga Industrial area)   | No.             |                         |                          |   |
| 4                                | 1                        | Deep Chest Freezer (Vertical Fridge): 500L capacity lab-grade   | No.             |                         |                          |   |
| 5                                | 1                        | Transportation Cost for the Laboratory equipment (Deep chest freezer)   | No.             |                         |                          |   |
| <b>Sub Total Value</b>           |                          |   |                 |                         |                          |   |
| <b>VAT 15%</b>                   |                          |   |                 |                         |                          |   |
| <b>Total Value including 15%</b> |                          |   |                 |                         |                          |   |

### BID VALIDITY PERIOD

|                                     |  |
|-------------------------------------|--|
| Expected Bid Validity Period by RTI | 120 days from the date specified for the receipt of offers |
| Supplier Bid Validity Period        |  |

## **SUPPLIER WARRANTY REQUIREMENTS**

- The supplier shall provide a full warranty for a minimum period of 12 months from the date of final acceptance of the equipment.
- The warranty shall cover all defects in materials, workmanship, and performance, and include free replacement of parts, labor, and on-site service.
- The supplier shall ensure the availability of spare parts for at least five (5) years after delivery.
- Response to service requests must be made within 72 hours. An option for extended warranty must be included in the offer
- Any deviation from these requirements shall lead to rejection, replacement, or refund.

**Supplier's Response:**

Yes, we fully accept the warranty requirements as stated above.

No, we do not fully accept the warranty requirements.

## **PAYMENT TERMS ACCEPTANCE**

The vendor's willingness to accept RTI's standard payment terms (i.e., payment within 30 days after installation, testing, commissioning, delivery and acceptance of goods/services and submission of a valid invoice) will be evaluated.

**Supplier's Response:**

Yes, we accept RTI's standard payment terms and conditions.

No, we do not accept RTI's standard payment terms and conditions.

By signing this attachment, the bidder confirms he has a complete understanding of the specifications and fully intends to deliver items that comply with the above listed specifications.

Signature:

|  |
|--|
|  |
|  |
|  |

Title:

Date:

## Pricing

### LOT-2 Silo and Conveyor belt

| Item # | Quantity to be Purchased | Description of Commodity or Preferred Services Specifications  | Unit of Measure | Unit Fixed Price (Each) | Total Fixed Price (Each) | Lead Time Availability (Number of Days) |
|--------|--------------------------|--|-----------------|-------------------------|--------------------------|---|
| 1      | 1                        | Steel silo $\Phi 7.3m \times 8c$ (1,000 Ton Capacity): Warehouse type: $\Phi 7.3m \times 8.96m$ , diameter 7333mm, eaves height 8960mm, 8 floors. Single warehouse volume: $1379m^3$ , warehouse roof inclination angle $25^\circ$ , roof height 1.65m, warehouse roof grain opening $\Phi 300mm$ . Warehouse wall panel: profiled corrugated board, hot dip galvanized for anti-corrosion, galvanized amount $275g/m^2$ (double-sided). Column: Double S-shaped cross-section stiffeners, 16 evenly distributed along the circumference. Double-layer warehouse wall door, installed on the bottom warehouse wall panel. The warehouse roof frame is assembled with 16 C-shaped steel purlins. The warehouse roof cover is pressed and assembled from 0.75mm hot-dip galvanized sheet. Each warehouse is equipped with a set of vertical internal ladders. There is a 1.2m high guardrail on the top of the warehouse, equipped with 2 natural ventilation hoods and an observation hole. | Pcs             |                         |                          |   |

|   |   |   |     |  |  |  |
|---|---|---|-----|--|--|--|
| 2 | 3 | Steel silo $\Phi 5.5m \times 9c$ (500 Ton Capacity): Warehouse type: $\Phi 5.5m \times 10.08m$ , diameter 5500mm, eaves height 10080mm, 9 floors. Single warehouse volume: 534m <sup>3</sup> , warehouse Roof inclination angle 25°, roof height 1.65m, warehouse roof grain opening Ø300mm Warehouse wall panel: profiled corrugated board, hot dip galvanized for anti-corrosion, galvanized amount 275g/m <sup>2</sup> (double-sided). Column: Double S-shaped cross-section stiffeners, 12 evenly distributed along the circumference. Double-layer warehouse wall door, installed on the bottom warehouse wall panel. The warehouse roof frame is assembled with 12 C-shaped steel purlins. The warehouse roof cover is pressed and assembled from 0.75mm hot-dip galvanized sheet. Each warehouse is equipped with a set of vertical internal ladders. There is a 1.2m high guardrail on the top of the warehouse, equipped with 2 natural ventilation hoods and an observation hole. | Pcs |  |  |  |
| 3 | 1 | Installation cost for Silos (4 Siles, 3pcs for 500 T capacity and 1 for 1,000 capacity including testing and commissioning and training cost  | No. |  |  |  |
| 4 | 1 | Transportation cost (4 Siles, 3pcs for 500 T capacity and 1 for 1,000 capacity and 1 conveyer belt)   | No. |  |  |  |

|                                  |   |  |     |  |  |  |
|----------------------------------|---|--|-----|--|--|--|
| 5                                | 1 | Purchase cost for Automatic movable feed conveyor belt, Installation cost Automatic movable feed conveyor belt including testing and commissioning and Transportation cost to Jigjiga (Structure: Belt Conveyor. Material: Carbon Steel, Material Feature: Oil Resistant, Heat Resistant, Fire Resistant, Application: feed processing factory. Condition: New, Belt Width: 500/650/800/1000mm. Conveying Distance 3- 30m, 3-30m, Belt Speed: 0.80/1.00/1.25/1.60/2.00/2.50m /S. Lifting Height: 0.8~12.5m, Capacity: 25~550m <sup>3</sup> /H. Slope Angle: 10° ~ 26°. | Pcs |  |  |  |
| 6                                | 1 | Conduct Testing and Commissioning of a newly installed feed processing plant   | No. |  |  |  |
| <b>Sub Total Value</b>           |   |  |     |  |  |  |
| <b>VAT 15%</b>                   |   |  |     |  |  |  |
| <b>Total Value including 15%</b> |   |  |     |  |  |  |

#### **BID VALIDITY PERIOD**

|  |  |
|--|--|
| <b>Expected Bid Validity Period by RTI</b> | 120 days from the date specified for the receipt of offers |
| <b>Supplier Bid Validity Period</b>        |  |

#### **SUPPLIER WARRANTY REQUIREMENTS**

- A minimum 24-month warranty on the unit covering manufacturing defects, mechanical failures, electrical components, covering installation workmanship, ensuring proper operation and safety of the system and any other defects
- Warranty exclusions must be clearly stated in the offer.
- All replacement parts and labor must be provided free of charge during the warranty period.
- The supplier shall provide on-site service for warranty claims at grantee's sites in Somali Regional State, Jigjiga City Administration, including repair or replacement as needed.
- The supplier must respond to any warranty-related service requests within 3 working days.
- Warranty certificate must be provided with serial numbers of the machines, start and end dates of warranty and contact details for warranty claims,



3040 Cornwallis Road ■ PO Box 12194 ■ Research Triangle Park, NC 27709-2194 ■ USA  
Telephone 919.541.6000 ■ Fax 919.541.5985 ■ [www.rti.org](http://www.rti.org)

- Any deviation from these requirements shall lead to rejection, replacement, or refund.

**Supplier's Response:**

Yes, we fully accept the warranty requirements as stated above.

No, we do not fully accept the warranty requirements.

**PAYMENT TERMS ACCEPTANCE**

The vendor's willingness to accept RTI's standard payment terms (i.e., payment within 30 days after installation, testing, commissioning, delivery and acceptance of goods/services and submission of a valid invoice) will be evaluated.

**Supplier's Response:**

Yes, we accept RTI's standard payment terms and conditions.

No, we do not accept RTI's standard payment terms and conditions.

By signing this attachment, the bidder confirms he has a complete understanding of the specifications and fully intends to deliver items that comply with the above listed specifications.

Signature:

|                      |
|----------------------|
| <input type="text"/> |
| <input type="text"/> |
| <input type="text"/> |

Title:

Date:

## Attachment "B" Instructions to Bidders/Sellers

- Procurement Narrative Description:** The Buyer (RTI) intends to purchase commodities and/or services identified in Attachment A. The Buyer intends to purchase the quantities (for commodities) and/or services (based on deliverables identified in a Statement of Work). The term of the Ordering Agreement shall be from Award Date to the Delivery date of the Offeror unless extended by mutual agreement of the parties. The Buyer intends to award to a single "approved" supplier based on conformance to the listed specifications, the ability to service this contract, and selling price. We reserve the right to award to more than one bidder. If an Ordering Agreement is established as a result of this RFQ/RFP, supplier understands that quantities indicated in the specifications (Attachment A) are an estimate only and RTI does not guarantee the purchase quantity of any item listed.
- Procuring Activity:** This procurement will be made by **Research Triangle Institute (RTI International)**, located at

RTI-Feed the Future Ethiopia Transforming Agriculture  
Bole Flamingo, Minaye Building 11th Floor,  
Kirkos Sub City, Woreda 09, House Number 501/004/498  
Addis Ababa

who has a purchase requirement in support of a project funded by  
Department of State (DOS) /Ethiopia

RTI shall award the initial quantities and/or services and any option quantities (if exercised by RTI) to Seller by a properly executed Purchase Order as set forth within the terms of this properly executed agreement.

- Proposal Requirements.** All Sellers will submit a quote/proposal which contains offers for all items and options included in this RFQ/RFP. All information presented in the Sellers quote/proposal will be considered during RTI's evaluation. Failure to submit the information required in this RFQ/RFP may result in Seller's offer being deemed non-responsive. Sellers are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach RTI's office designated in the RFQ/RFP by the time and date specified in the RFQ/RFP. Any offer, modification, revision, or withdrawal of an offer received at the RTI office designated in the RFQ/RFP after the exact time specified for receipt of offers is "late" and may not be considered at the discretion of the RTI Procurement Officer. The Seller's proposal shall include the following:
  - The solicitation number:
  - The date and time submitted:
  - The name, address, and telephone number of the seller (bidder) and authorized signature of same:
  - Validity period of Quote:

- (e) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary.
- (f) If RTI informs Seller that the Commodity is intended for export and the Commodity is not classified for export under Export Classification Control Number (ECCN) "EAR99" of the U.S. Department of Commerce Export Administration Regulations (EAR), then Seller must provide RTI the correct ECCN and the name of Seller's representative responsible for Trade Compliance who can confirm the export classification.
- (g) Lead Time Availability of the Commodity/Service.
- (h) Terms of warranty describing what and how the warranties will be serviced.
- (i) Special pricing instructions: Price and any discount terms or special requirements or terms (special note: pricing must include guaranteed firm fixed prices for items requested.)
- (j) Payment address or instructions (if different from mailing address)
- (k) Acknowledgment of solicitation amendments (if any)
- (l) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including points of contact with telephone numbers, and other relevant information)
- (m) A warranty letter valid for a minimum period of 12-month along with a maintenance manual for spare parts and part numbers.
- (n) **Special Note:** *The Seller, by his response to this RFQ/RFP and accompanying signatures, confirms that the terms and conditions associated with this RFQ/RFP document have been agreed to and all of its attachments have been carefully read and understood and all related questions answered.*

4. **Forms:** Sellers (potential bidders or suppliers) must record their pricing utilizing the format found on Attachment "A". Sellers must sign the single hardcopy submitted and send to address listed on the cover page of this RFQ/RFP.
5. **Questions Concerning the Procurement.** All questions in regards to this RFQ/RFP to be directed to

Feed The Future Ethiopia Transforming Agriculture Procurement team

at this email address:

[InkindProcurement.ETA@transforming-agriculture.org](mailto:InkindProcurement.ETA@transforming-agriculture.org)

The cut-off date for questions is.

January 15, 2026, at 17:30 East Africa Time (EAT)

6. **Notifications and Deliveries:** Time is of the essence for this procurement. Seller shall deliver the items or services no later than the dates set forth in the contract that will be agreed by both

parties as a result of this RFQ/RFP. The Seller shall immediately contact the Buyer's Procurement Officer if the specifications, availability, or the delivery schedule(s) changes. Exceptional delays will result in financial penalties being imposed of Seller.

7. **Documentation:** The following documents will be required for payment for each item:
  - (a) A detailed invoice listing Purchase Order Number, Bank information with wiring instructions (when applicable)
  - (b) Packing List
  - (c) All relevant product/service documentation (manuals, warranty doc, certificate of analysis, etc.)
8. **Payment Terms:** Refer to RTI purchase order terms and conditions found in [https://www.rti.org/sites/default/files/rti-po-terms\\_english\\_version - v1.18.pdf](https://www.rti.org/sites/default/files/rti-po-terms_english_version - v1.18.pdf), [http://www.rti.org/files/PO\\_FAR\\_Clauses.pdf](http://www.rti.org/files/PO_FAR_Clauses.pdf), or [http://www.rti.org/files/PO\\_FAR\\_Clauses\\_Commercial\\_Items.pdf](http://www.rti.org/files/PO_FAR_Clauses_Commercial_Items.pdf). Payment can be made via wire transfer or other acceptable form. Sellers may propose alternative payment terms and they will be considered in the evaluation process.
9. **Alternative Proposals:** Sellers are permitted to offer "alternatives" should they not be able to meet the listed requirements. Any alternative proposals shall still satisfy the minimum requirements set forth in Attachment A Specifications.
10. **Inspection Process:** Each item shall be inspected prior to final acceptance of the item. All significant discrepancies, shortages, and/or faults must be satisfactorily corrected and satisfactorily documented prior to delivery and release of payment.
11. **Evaluation and Award Process:** The RTI Procurement Officer will award an agreement contract resulting from this solicitation to the responsible Seller (bidder) whose offer conforms to the RFQ/RFP will be most advantageous to RTI, price and other factors considered. The award will be made to the Seller representing the **best value** to the project and to RTI. For the purpose of this RFQ/RFP, price, delivery, technical and past performance are of equal importance for the purposes of evaluating and selecting the "best value" awardee. RTI intends to evaluate offers and award an Agreement without discussions with Sellers. Therefore, the Seller's initial offer should contain the Seller's best terms from a price and technical standpoint. However, RTI reserves the right to conduct discussions if later determined by the RTI Procurement Officer to be necessary.

**11.1. Eligibility/Essential criteria for Feed laboratory equipment and Silo & Conveyor belt:** Bidders must score 'Pass' against all to proceed: Vendors are required to provide a response for these criteria.

| Bidder Response question number | ESSENTIAL CRITERIA ( <i>Bidders must score 'Pass' against all to proceed</i> )  |
|---------------------------------|---|
| 1                               | <ul style="list-style-type: none"> <li>• <b>MANDATORY CRITERIA:</b><br/> <b>For private businesses</b>, offeror must submit proof of legal registration for similar services as demonstrated by           <ol style="list-style-type: none"> <li>1. commercial registration certificate</li> <li>2. Renewed Business License</li> <li>3. Tax identification number (TIN)</li> <li>4. Value Added Tax (VAT) certificate</li> </ol> </li> </ul> |

|   |   |
|---|---|
|   |   |
| 2 | <ul style="list-style-type: none"> <li>• <b>MANDATORY CRITERIA:</b><br/>Proposal submitted on or before deadline to designated RTI office/email</li> </ul>  |
| 3 | <ul style="list-style-type: none"> <li>• <b>MANDATORY CRITERIA:</b><br/>Vendor must agree that the offer may be submitted in USD; however, payment will be made in Ethiopian Birr (ETB) at the exchange rate prevailing on the date of payment approval.</li> </ul> |
| 4 | <ul style="list-style-type: none"> <li>• <b>MANDATORY CRITERIA:</b><br/>Vendor must fully fill <b>Attachment "C" -Vendor Information Form</b></li> </ul>  |

**11.2. Technical evaluation criterion for Feed laboratory equipment and Silo & Conveyor belt procurement.**

| <i>Capability Criteria Description</i>   | <b>Weight Factor (Points)</b> |
|--|-------------------------------|
| <b>PRICE EVALUATION</b>  | <b>60</b>                     |
| <ul style="list-style-type: none"> <li>• The supplier offering the lowest evaluated total price will get the maximum score of 60 points.</li> <li>• Other bidders will be getting scores in proportion to how their prices compare with the lowest bid.</li> </ul>   |                               |
| <b>TECHNICAL</b>   | <b>15</b>                     |
| <ul style="list-style-type: none"> <li>• Conformance with specifications (10)<br/>Evidence provide evidence that the product conforms with specifications (technical documentation) stated in RFQ/RFP Attachment A will receive the maximum score of 10 points.</li> <li>• Availability of technical documentation (2)<br/>Supplier who provides Manuals, brochures, catalogues, or technical guides will receive the maximum score of 2 points.</li> <li>• User training and provision of aftersales service (3)<br/>Supplier who submits Training plan and provision of aftersales service will receive the maximum score of 3 points.<br/>N.B. Supplier whose offer do not meet the above requirements will receive a score of <b>1 point</b>.</li> </ul> |                               |
| <b>DELIVERY</b>  | <b>5</b>                      |
| <ul style="list-style-type: none"> <li>• Seller provides the most advantageous lead time or delivery schedule will get the maximum score 5</li> <li>• Other bidders will be getting scores in proportion to how their delivery period compare with the shortest delivery bid</li> </ul>  |                               |
| <b>PAST PERFORMANCE</b>  | <b>10</b>                     |
| <ul style="list-style-type: none"> <li>• Evidence of similar contracts (5)<br/>Evidence: Copies of at least three similar contract agreements.</li> <li>• Client references or completion certificates (10)<br/>Evidence: Three reference letters or certificates from previous clients.</li> </ul>  |                               |

|   |            |
|---|------------|
| <b>N.B.</b> Supplier whose offer do not meet the above requirements will receive a score of 1 point.  |            |
| <b>WARRANTY</b>   | <b>5</b>   |
| <ul style="list-style-type: none"> <li>The supplier accepts the warranty terms fully, will get the highest score 5.</li> <li>No warranty statement or missing evidence will score 1.</li> </ul> |            |
| <b>PAYMENT TERM</b>   | <b>5</b>   |
| <ul style="list-style-type: none"> <li>The supplier accepts the payment terms will get the highest score 5.</li> <li>Rejects or omits acknowledgment of payment terms score 1.</li> </ul>       |            |
| <b>Total of Weights:</b>  | <b>100</b> |

**Note:** RTI will conduct a due diligence assessment at the supplier's office/warehouse during or after the bid evaluation process to verify the accuracy of the tender documents and information submitted by the bidders. The results of this assessment will be a determining factor in the award decision, as only suppliers who receive a satisfactory (pass) due diligence outcome will be considered eligible for

12. **Award Notice.** A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful supplier within the time acceptance specified in the offer, shall result in a binding contract without further action by either party.
13. **Validity of Offer.** This RFP in no way obligates RTI to make an award, nor does it commit RTI to pay any costs incurred by the Seller in the preparation and submission of a proposal or amendments to a proposal. Your proposal shall be considered valid for **120** days after submission.

14. **Representations and Certifications.** Winning suppliers under a US Federal Contract are required to complete and sign as part of your offer RTI Representations and Certifications for values over \$10,000.
15. **Certification.** The offeror, by signing its offer, hereby certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on its behalf in connection with the awarding of this contract.
16. **Anti- Kick Back Act of 1986.** Anti-Kickback Act of 1986 as referenced in FAR 52.203-7 is hereby incorporated into this Request for Proposal as a condition of acceptance. If you have reasonable grounds to believe that a violation, as described in Paragraph (b) of FAR 52.203-7 may have occurred, you should report this suspected violation to the RTI's Ethics Hotline at 1-877-212-7220 or by sending an e-mail to [ethics@rti.org](mailto:ethics@rti.org). You may report a suspected violation anonymously.
17. **The John S. McCain National Defense Authorization Act for fiscal year 2019 - section 889.**  
RTI cannot use any equipment or services from specific companies, or their subsidiaries and affiliates, including Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, and Dahua Technology Company ("Covered Technology"). In response to this request for proposal, please do not provide a quote which includes any Covered Technology. Any quote which includes Covered Technology will be deemed non-responsive. Additionally, if the United States Government is the source of funds for this RFP, the resulting Supplier shall not provide any equipment, system, or service that uses Covered Technology as a substantial or essential component.

**Acceptance:**

Seller agrees, as evidenced by signature below, that the seller's completed and signed solicitation, seller's proposal including all required submissions and the negotiated terms contained herein, constitute the entire agreement for the services described herein.

By: *(Seller Company Name)*

Signature: \_\_\_\_\_

Title:

Date:

## Attachment "C" Vendor Information Form

| KEY QUESTIONS |   | VENDOR INFORMATION FORM<br><i>Please write your answers clearly and use additional paper if needed to provide <u>as much detail as possible</u> in your answers to these questions. More details and facts are always better than fewer details. We will attempt to verify the important facts you have listed below using our local personnel in and around the country.</i> |
|---------------|---|---|
| <b>1</b>      | Contact name of reference   |   |
| <b>2</b>      | Title or position of contact  |   |
| <b>3</b>      | Phone Number(s) for contact   |   |
| <b>4</b>      | E-mail address for contact  |   |
| <b>5</b>      | Company name  |   |
| <b>6</b>      | Company address   |   |
| <b>7</b>      | Primary business of company   |   |
| <b>8</b>      | List cities where company has offices and/or workshops.   |   |
| <b>9</b>      | List manufacturers or brands your company currently represents.   |   |
| <b>10</b>     | Define <u>type</u> of representation of each brand (agent, dealer, authorized mfg rep, etc.) and whether or not it is exclusive.  |   |
| <b>11</b>     | Is company locally owned or foreign owned?  |   |
| <b>12</b>     | Describe previous experience in working with Department of State (DOS) -funded projects.  |   |
| <b>13</b>     | If your company has been awarded previous Department of State (DOS) -funded work, please describe.  |   |
| <b>14</b>     | Please describe your recent experience (last 12 months) with doing work, providing equipment or services as defined in our specifications or statement of work.                       |   |
| <b>15</b>     | List the names and current contact information for the project managers working <u>for your customers</u> in your last two projects for us to contact and ask about your performance. |   |
| <b>16</b>     | If your company is based outside of the country, please describe how you would effectively service and support a future contract.   |   |
| <b>17</b>     | Confirm that you agree to comply with RTI's standard terms and conditions.  |   |



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