

Request for Quote/Proposal (RFQ/RFP)

Commodity/Service Required:	Grain Washing, Cleaning and Vertical Packaging Machine
Type of Procurement:	Goods
Type of Contract:	Cost not to exceed
Term of Contract:	One-time
Contract Funding:	The US 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:	September 07, 2025
Date Questions from Supplier Due:	September 17, 2025, at 16:00 East Africa Time (EAT)
Date Proposal Due:	September 30, 2025, at 16:00 East Africa Time (EAT)
Approximate Date Purchase Order Issued to Successful Bidder(s):	TBD

Method of Submittal:	
Via email to InkindProcurement.ETA@transforming-agriculture.org	
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 90 days from the date specified for the receipt of offers, unless another time is specified in the addendum of the RFP/RFQ.	
Solicitation Number:	ETA-25-018 A, B, D-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://www.rti.org/files/PO_FAR_Clauses_Commercial_Items.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. The Feed the Future Ethiopia Transforming Agriculture activity, which is being implemented by RTI International, invites bids from eligible providers to supply grain washing facility machines with the below details. This will enhance the capacity of processors. The detailed requirements and dates of service are provided below.

Product or Service Expectations (both if applicable):

- Grain Washing Machine for Cereals & Pulses – 1 unit (food-grade stainless steel, min. 600 kg/hr capacity).
- Roasting Machine – 1 unit (horizontal grain roaster, min. 800–1,200 kg/hr capacity).
- Dehulling Machine – 1 unit (≥97% efficiency, food-grade stainless steel).
- Milling Machine – 1 unit (horizontal pin mill, 300–800 kg/hr capacity).
- Grain cleaning machine
- Automatic Vertical Packaging Machine (VFFS)
- Transportation, installation, commissioning, calibration, and operator training at the project site.
- User manuals along with calibration and warranty certificates.

See pricing table for all detailed specifications.

Deliverables, Timelines, Special Terms and Conditions:

Eligibility Criteria

- 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.

Offer Instructions

- Offer must be denominated in local currency (Ethiopian Birr)
- Offer must indicate the proposed lead time availability (number of days)
- Please refer to Attachment B, Section 3 for all offer requirements

Timelines

- Delivery, installation, and commissioning within 8–10 weeks from Purchase Order (PO)

issuance.

- Training to be provided during commissioning.

Special Terms & Conditions

- Minimum 12-month warranty covering defects, parts, and labor (supplier responsible for transport of defective parts during warranty).
- All machines must be new, genuine, (European Conformity) CE/ISO (International Organization for Standardization) food-grade certified.
- Supplier must ensure local availability of spare parts for 5 years. A commitment letter on availability shall be included in the warranty statement. Supplier to provide on-site training for operators and basic maintenance staff.
- Payment upon successful delivery, installation, commissioning, and acceptance.

Calibration Requirement

- All equipment must be delivered fully calibrated according to manufacturer specifications.
- Supplier must provide a calibration certificate for each machine at the time of delivery and commissioning.
- Supplier shall offer support for recalibration or adjustment during the warranty period to ensure equipment continues to meet performance specifications.

Pricing

Item #	Quantity to be Purchased	Description of Preferred Commodity or Services Specifications	Unit of Measure	Unit Fixed Price (Each)	Total Fixed Price (Each)	Lead Time Availability (Number of Days)
1	1	Grain Washing Machine for Cereals & Pulses Application: Efficient washing and pre-cleaning of a wide range of cereals and pulses Output Capacity: 600 kg/hour Main Shaft Speed: 960 rpm Screw Conveyor Speed: 195 rpm Dryer Piece Specification: 300 mm diameter Drum Rotation Direction: Anticlockwise Construction Material: Food-grade stainless steel (SS304) for all contact parts; SS316 optional and mild steel for noncontact parts Water Inlet System: Adjustable water inlet valve for controlled flow Drainage System: Built-in drainage system for efficient water removal Cleaning Efficiency: High removal efficiency of dirt, husk, and light foreign matter (specify if data available) Water Consumption: Specify liters/hour (to be confirmed by supplier) Power Supply: 380V / 50Hz / 3-phase Power Consumption: To be confirmed (typically between 2–4 kW) Control Panel: Manual or digital control panel with optional Variable Frequency Drive (VFD) for speed control Safety Features: Emergency stop button, Overload protection, Protective safety covers Mobility: Optional caster wheels for ease of movement Maintenance Access: Easy-access covers for internal cleaning and routine maintenance Noise Level: To be specified (within acceptable industrial range) Certifications: CE, ISO, or other relevant food-grade equipment certifications Overall Dimensions (L × W × H): 1500 × 480 × 1340 mm Machine Weight: 260 kg <i>or equivalent</i>	PCS			

2	1	Roasting Machine Type: Horizontal grain roaster with double helical ribbon mixer Application: Roasting of barley, wheat, maize, chickpeas, and similar grains Total Capacity: 2,500 liters (working: ~1,500–1,750 liters) Material: SS304 food-grade stainless steel (SS316 optional for contact parts) Heating Method: Electric / LPG / Steam jacket (specify preferred option) Operating Temperature: Up to 250°C (adjustable via digital PID controller) Power Supply: 380V / 50Hz / 3-phase Installed Power: 12–18 kW (depending on heating method) Agitator Motor: 5.5–7.5 kW with VFD speed control (20–60 RPM) Roasting Capacity: 800–1,200 kg/h Discharge: Bottom outlet with manual or pneumatic valve Cleaning: Smooth internal surface, easy-access for cleaning, optional CIP Dimensions (approx.): 3.5 m × 1.6 m × 2.0 m Weight: ~1,500–2,000 kg Certifications: CE, ISO 9001, food-grade compliant Safety: Emergency stop, overload protection, IP55-rated control panel <i>or equivalent</i>	PCS			
3	1	Dehulling Machine Application: Wet dehulling – separation of bran from endosperm in barley and wheat Max Feeding Capacity: 4,000–6,000 kg/h Effective Dehulling Capacity: ~200 kg/h (batch or continuous; to be verified) Dehulling Efficiency: ≥ 97% bran removal Broken Kernel Rate: ≤ 1% Material of Construction: SS304 food-grade stainless steel (SS316 optional for contact parts) Dimensions (L × W × H) : 1,060 × 1,080 × 1,880 mm Weight: ~170 kg Power Supply: 380V / 50Hz / 3-phase Power Consumption: 7.5 kW <i>or equivalent</i>	PCS			
4	1	Milling Machine: Mill Type: Horizontal Pin Mill with rotor-stator design Material: SS304 food-grade stainless steel (SS316 optional for contact parts) Capacity: 300–800 kg/hour (depending on grain type and screen size) Power Supply: 380V / 50Hz / 3-phase Installed Power: 7.5–15 kW Particle Size Range: 100–300 microns (adjustable via interchangeable screens) Rotor Speed Control: VFD (Variable Frequency Drive) for adjustable rotor speed	PCS			

		Feeding System: Gravity or screw feeder Cooling: Optional air or water jacket cooling system to minimize heat build-up Discharge: Cyclone separator outlet with optional rotary airlock Dust Control: Integrated cyclone dust collector with optional bag filter Safety Features: Emergency stop, thermal overload protection, hopper safety interlocks Cleaning & Maintenance: Tool-free access panels, smooth welds, optional CIP compatibility Dimensions (approx.): 1.5–2.5 m (L) × 1 m (W) × 1.5–2 m (H) Weight: 500–800 kg Certifications: CE, ISO 9001, Food-grade compliance <i>or equivalent</i>				
5	1	Transportation, installation, commissioning, calibration, and operator training for all the above. All equipment must be delivered fully calibrated according to manufacturer specifications. User manuals along with calibration and warranty certificates must be provided for all items.	Set			
6	1	Grain cleaning machine Capacity: 1,000–5,000 kg/hour (adjustable by model size) Grain Types: Suitable for cereals and pulses including barley, wheat, maize, chickpeas, lentils Cleaning Stages: Multi-stage cleaning: aspiration, sieving, magnetic separation, destoning Construction Material: Standard Mode Contact Parts: Stainless Steel 304 Non-contact Parts: Mild Steel Feed Mechanism: Vibratory feeder or rotary feeding system Sieves: Multiple interchangeable mesh sizes (e.g., 0.5–8 mm) Aspiration System: Integrated air suction fan for dust removal Magnetic Separator: High-intensity magnetic roller for metal removal Destoner: Gravity-based destoner to remove heavy stones Power Supply: 380V / 50Hz / 3-phase Installed Power: 3–7.5 kW (depending on capacity and features) Dimensions (approx.): 2.0–4.0 m (L) × 1.0–1.5 m (W) × 1.5–2.5 m (H) Weight: 400–900 kg Noise Level: ≤ 85 dB Safety Features: Emergency stop, safety guards, overload protection Control System: Manual or digital panel with start/stop and emergency stop Dust Control: Dust collection port or connection for dust extractor	Pcs			

7	1	Transportation, installation, commissioning, calibration, and operator training for all the above. All equipment must be delivered fully calibrated according to manufacturer specifications. User manuals along with calibration and warranty certificates must be provided for all items.	Set			
8		Automatic Vertical Packaging Machine (VFFS) for Fine Flour Application: Automatic packing of fine flour (500g–2kg) into pouches Machine Type: Vertical Form Fill Seal (VFFS) Filling System: Auger filler, servo motor driven Filling Range: 100g to 2kg Filling Accuracy: ±1% Construction Material: SS304 food-grade stainless steel Mounting: Rigid frame with adjustable feet or lockable caster wheels Hopper Capacity: 30–50 liters (customizable) Agitator in Hopper: Included Dust Control: Integrated dust extraction port or optional dust collector Sealing Type: Center seal or three-side seal Seal Speed: 25–80 pouches per minute Pouch Size Range Width: 80 mm – 200 mm Length: 100 mm – 300 mm (adjustable) Material Compatibility: Laminated film (PET/PE, BOPP/PE, etc.) Compressed Air Requirement: 6 CFM @ 6 Bar Power Supply: 380V / 50Hz / 3-Phase Power Consumption: 3 KW to 7.5 KW Additional supply: online batch coding devices, output conveyer, Nitrogen flushing, screw feeder and bucket elevator <i>or equivalent</i>	Pcs			
9		Transportation, installation, commissioning, calibration, and operator training for all the above. All equipment must be delivered fully calibrated according to manufacturer specifications. User manuals along with calibration and warranty certificates must be provided for all items.	Set			
Sub Total Value						
VAT 15%						
Total Value including 15% VAT						

BID VALIDITY PERIOD

Expected Bid Validity Period by RTI	90 days from the date specified for the receipt of offers
Supplier Bid Validity Period	

SUPPLIER WARRANTY REQUIREMENTS

- **Warranty Period:** Minimum 12 months from the date of successful delivery, installation, and commissioning.
- **Coverage:** Free repair or replacement of parts and labor due to manufacturing defects.
- **Calibration & Performance Guarantee:** Equipment must operate according to specified capacity and standards; supplier to provide calibration and adjustment support if needed.
- **Technical Support:** Remote or on-site support for troubleshooting within 48 hours of issue reporting.
- **Spare Parts Availability:** Supplier must ensure local availability of critical spare parts for at least 5 years.
- **Transportation for Warranty Claims:** Supplier responsible for transportation costs of defective/replaced parts during warranty.

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 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:

Attachment “B” Instructions to Bidders/Sellers

1. **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.
2. **Procuring Activity:** This procurement will be made by **Research Triangle Institute (RTI International)**, located at

RTI-Feed the Future Ethiopia Transforming Agriculture Minaye Building 11th Floor Around Bole Flamingo Addis Ababa
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who has a purchase requirement in support of a project funded by

The US Department of State

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.

3. **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:
 - (a) The solicitation number:
 - (b) The date and time submitted:
 - (c) The name, address, and telephone number of the seller (bidder) and authorized signature of same:
 - (d) 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) **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

The cut-off date for questions is .

September 17, 2025, at 16:00 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 ,
http://www.rti.org/files/PO_FAR_Clauses.pdf, or
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.

The evaluation factors will be comprised of the following criteria:

- (a) **PRICE -45%.** Lowest evaluated ceiling price (inclusive of option quantities).
- (b) **DELIVERY – 20%.** Seller provides the most advantageous delivery schedule.
- (c) **TECHNICAL- 20%.** Items/Services shall satisfy or exceed the specifications described in RFQ/RFP Attachment A.
- (d) **PAST PERFORMANCE –10%** - Seller can demonstrate his/her capability and resources to provide the items/services requested in this solicitation in a timely and responsive manner.
- (e) **OTHER EVALUATION CRITERIA – 5%.**

- Warranty—Supplier’s acceptance of the requirements
- Payment Terms—Supplier’s acceptance of RTI’s terms and conditions for payment



3040 Cornwallis Road ■ PO Box 12194 ■ Research Triangle Park, NC 27709-2194 ■ USA
Telephone 919.541.6000 ■ Fax 919.541.5985 ■ www.rti.org

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 90 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. 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 <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>
1	Contact name of reference	
2	Title or position of contact	
3	Phone Number(s) for contact	
4	E-mail address for contact	
5	Company name	
6	Company address	
7	Primary business of company	
8	List cities where company has offices and/or workshops.	
9	List manufacturers or brands your company currently represents.	
10	Define <u>type</u> of representation of each brand (agent, dealer, authorized mfg rep, etc.) and whether or not it is exclusive.	
11	Is company locally owned or foreign owned?	
12	Describe previous experience in working with DOS-funded projects.	
13	If your company has been awarded previous DOS-funded work, please describe.	
14	Please describe your recent experience (last 12 months) with doing work, providing equipment or services as defined in our specifications or statement of work.	
15	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.	
16	If your company is based outside of the country, please describe how you would effectively service and support a future contract.	
17	Confirm that you agree to comply with RTI's standard terms and conditions.	