Request for Quotations (RFQ)
Implemented by Counterpart International Inc.

Issuance Date: March 21st, 2023
RFQ Number: CPI-FFE_1105/MGD 00350-02-2023
Description: RFQ for Deworming Medication and Vitamin A Supplement
Deadline for Q&A: March 28th, 2023
Deadline for offers: April 4th, 2023, by 5:00 pm EST
Submission: mgd.senegal@counterpart.org

1. **Introduction:**

Counterpart International, Inc. builds capacity in leaders, organizations, and social sector networks to help them solve pressing challenges. For over 50 years, we have been supporting solution creators — our counterparts — in more than 65 countries. Our clients include donor governments, multilateral institutions, foundations, and corporations. For more information, visit Counterpart.

In Senegal, Counterpart International (Counterpart) is implementing a United States Department of Agriculture (USDA) funded McGovern-Dole Food for Education and Child Nutrition Program in two regions located in the Casamance, Senegal. In the context of this program, it is planned and budgeted to purchase de-worming medicine and Vitamin A for distribution to children during deworming campaigns that are organized every six months throughout the region.

2. **Eligible Source Countries for Goods and Services:**

A bidder will be considered ineligible if it has been suspended, debarred, or ineligible as indicated on (1) the “List of Parties Excluded from Federal Non-Procurement Programs” and/or (2) the “Consolidated Lists of Designated Nationals”.

3. **Preparation of Bids:**

Bidders are expected to examine the specifications and all instructions contained in this RFQ, failure to do so shall be at the Bidder’s risk.

4. **Contents of Bid:**

Counterpart is seeking a vendor to supply the de-worming medication and Vitamin A and transport them from the location of the supplies to Counterpart International-Senegal in Dakar, Senegal.

The de-worming medication and Vitamin A specifications are as follows:
Specifications:

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Expiration date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albendazole USP 400mg tablet (Flavored)</td>
<td>2000 (100 units)</td>
<td>November 2025</td>
</tr>
<tr>
<td>Vitamin A (retinol palmitate) 200,000 I.U.</td>
<td>300 (100 units)</td>
<td>November 2025</td>
</tr>
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<td>200 (100 units)</td>
<td>November 2025</td>
</tr>
</tbody>
</table>

*Boxes of 100 tabs are required*

Expiration Date: Bidders are requested to provide expiration dates for Albendazole and Vitamin A of no earlier than November 2025 when submitting a quote. A certificate of conformity analysis must be included.

Please note that any bid should include the costs of shipping, freight, clearance, and delivery to Counterpart International’s Dakar Office.

5. **Required Technical Specifications:**

Offerors must show qualifications in the following areas:
- Providing medical supplies stored in climate-controlled, GDP and GSP certified warehouses.
- Having products portfolio covering Dakar, Senegal.
- Having experience in the pharmaceutical field for more than five years.

6. **Delivery Time:**

Goods must be delivered no later than May 5, 2023, to Counterpart office in Dakar, Senegal (Address: Villa TF 2291/DG Lot B, derrière la Station Eydon, Ngor BP: 248 Dakar-Fann).

7. **Evaluation and Selection Criteria:**

Bids will be evaluated, and final selection will be made based on the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical quality of goods following the specifications mentioned in the RFQ</td>
<td>25</td>
</tr>
<tr>
<td>Experience with similar tenders</td>
<td>25</td>
</tr>
<tr>
<td>Best Financial Value</td>
<td>25</td>
</tr>
<tr>
<td>Delivery Time</td>
<td>25</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>
8. **Price Quote:**

Bidders should send all responses to this bid in a complete package, including shipping, delivery, and clearance. Bids should be presented in USD and should remain valid for at least ninety (90) calendar days after the RFQ closes.

9. **Bid Submission**

Bidders interested in this Request for Quotes must email a written quote for the cost of the de-worming and Vitamin A tablets specified and a written quote for air freight and delivery to mgd.senegal@counterpart.org no later than April 4th, 2023. Quotes must be in English, US dollars, and valid for ninety (90) days. Please indicate “Request for Quotes for Procurement of De-worming Medication and Vitamin A” in the subject of the email. Offerors must provide the following information:

a. Brief qualifications of the company and its capacity to fulfill the technical specifications including corporate capabilities.

b. Past performance information: include recent and relevant contacts for the same or similar items (three points of contact with telephone numbers and email addresses).

d. Price quote.

e. Estimated delivery time to Dakar, Senegal.

One vendor contract will be awarded to the responsive Offeror whose offer has the highest evaluation score. Counterpart reserves the right to make an award based on initial submission. Counterpart reserves the right to make no award if it is determined that the offers submitted do not satisfy the needs of the organization. Offers received after the specified time and date will be considered late and will be considered only at the discretion of Counterpart.