

Tender Schedule for Supply different types of Seed & and Homestead Gardening materials for Self-Reliance Agriculture and Homestead Gardening Project at 10 number of different FDMN Camps

ActionAid is an International Development Organisation working over 45 countries across the world with people living in poverty since 1972. One of the main working areas of ActionAid is to response in emergency and humanitarian crisis.

Like other humanitarian response, ActionAid Bangladesh (AAB) is providing support in Host Community & FDMN Camps at Cox's Bazar. Presently we are going to procure below mentioned materials for WFP supported Self Reliance: Agriculture and Homestead Gardening Project Activity at FDMN Camp- 13, 14, 15, 16, 21, 22, 24, 25, 26 & 27, Cox's Bazar.

Scope of Tender:

ActionAid Bangladesh invites sealed quotation/tender for the supply of Seed and Homestead Gardening materials which details are mentioned in the following Annexures.:

- i. Details of Seed and Homestead gardening materials and others for **Summer: Annexure-A**
- ii. Details of Seed and Homestead gardening materials and others for **Winter: Annexure-B**

Language:

As determined by ActionAid Bangladesh the working language of this tender is English.

Contractor/Vendor/Supplier Contract:

Vendor/Supplier Name:	
Address:	
Contact No:	
Email:	

Financial Proposal for the Supply Materials:

Sl.	Item name	Unit	Quantity	Rate (BDT)	Total (BDT)
1	Details of Seed and Homestead gardening materials and others for Summer: Annexure-A	Job	1		
2	Details of Seed and Homestead gardening materials and others for Winter: Annexure-B	Job	1		
Grand Total including VAT and all other costs: BDT					

The mentioned above rates are including VAT, TAX, transportation, and other related cost.

Require Documents/Papers:

To qualify the preliminary selection quotation must be accompanied with the following updated documents:

Name of Document	Yes/ No	Name of Document	Yes/ No
Trade License (updated)		VAT registration certificate (online)	
TIN Certificate		Income Tax Certificate (updated)	
Bank Solvency Certificate		Related Work Experience Documents	
Company profile			

Schedule of Tender:

1. **Date of Tender publication in Daily Newspaper:** 23rd March 2023.
2. **Tender Schedule collection:** 23rd March 2023 to 28th March 2023 from 09:00 am to 05:00 pm on all working days.
3. **Last date of Tender Dropping:** 29th March 2023 within 01:00 PM.
4. **Tender Opening:** 29th March 2023 at 02:00 pm in AAB Cox's Bazar office. One representative from each supplier/contractors /bidder will be allowed to attend the tender opening event, if interested.
5. **Tentative Date of issuing work order:** 16.04.2023.
6. **Tentative Date of Starting Delivery:** 20.04.2022.

Terms & Conditions:

1. The Bidder must review the specifications of the products (**as per annexure-A & B**) as well as required work and fill up table (**Financial Proposal for supplying different types of materials as per attached annexures**) mentioned in the schedule properly before submitting the offer to ActionAid Bangladesh.
2. The supplied Seeds expire date must be covered at least one year after receiving it by AAB. And germination percentage should be included in the proposal.
3. **Security deposit/earnest money 5% of the Purchase Order value** to be deposited in favour of ActionAid Bangladesh by awarded vendor before signing the Purchase Order through Bank Draft/Pay Order. This Security Deposit to be returned after satisfactorily completion of the delivery

4. Interested vendor / Contractors / Suppliers should submit hard copy quotation using company letter head pad in the Tender Box kept at the reception room/in front of the Security Desk of AAB Cox's Bazar office, House No: 752, Block: C, Ward: 11, Jhautola Masjid Road, Cox's Bazar-4700) **on or before 29th March 2023, 1:00 pm. Technical and Financial proposals sealed in one envelope to be submitted.** "Technical proposal & Financial Proposal for the work" to be written on the Envelop for technical proposal and Financial Proposal.
5. **Tender Schedule Collection:** Tender documents to be collected from 23-28 March 2023 on all working days from 09:00 am to 5:00 pm. Hardcopy tender documents are available for collection with the Security Guard at the entrance /main gate of ActionAid Bangladesh, Cox's Bazar Office, House: 752, Block: C, Ward: 11, Jhawtola Masjid Road, Opposite to Radiant Fish World, Cox's Bazar 4700. Softcopy of tender documents may be downloaded from ActionAid Bangladesh Website.
6. Only one organization/firm can participate in the bidding process under the same proprietorship or family. If found more than one organization under above condition, then both the organizations will be termed as non-responsive.
7. Alternative offer is not acceptable. Any condition from the bidder will not be acceptable by AAB management.
8. Volume of work may maybe increase/decreased and payable amount will be fixed up according to the changes
9. No tender will be accepted/considered after the submission deadline.
10. Carrying, loading, unloading & Packing: Offered rate will be included with the cost of carrying, loading, unloading and installation etc.
11. **Specification / Details of Items:** Bidder need to mention details specification based on / equivalent with the requirement with brand, sizes, thickness, materials, model, country of origin etc. that you will deliver. These detailed specifications etc to be included in the technical proposal (where applicable)
12. Bidders need to mention warranty period of the supplied items (where applicable).
13. All items must comply with the standards and measured as specified.
14. Selected Bidder (s) will submit sample of each item before issuing Work Order if required.
15. Selection criteria: The evaluation criteria for both the technical and the financial reviews will be established in the RFP (Request for Proposal) stressing the key areas of importance that will be considered in the evaluation. In addition, the ratio between technical proposal and financial proposal factors is 60/40 weighting (technical /financial). Proposals will be evaluated, ranked, and awarded based on a definition of "best value" considering both technical and financial factors.
16. **Seed and other Materials delivery location:** Materials should be supplied through two consignments to **FDMN Camp- 13, 14, 15, 16, 21, 22, 24, 25, 26, 27, Ukhiya, Teknaf, Cox's Bazar** as per **materials delivery plan (Annexure- A & B)**. Detailed delivery schedule/plan will be provided with the Work order.
17. Updated Trade license, Income Tax Certificate, e-TIN Certificate, e-VAT registration certificate, Bank solvency certificate should be provided along with the quotation.
18. Tax & VAT will be deducted at the time of payment as per the government rules. The quoted price will be inclusive of VAT and all other costs related with this procurement.
19. Incomplete bid will be rejected on site.
20. Offer Validity: 210 days from the date of tender submission.
21. **Payment mode:** Payment will be proceeded after completion and handover of each consignment. Payment shall be made through bank transfer (BEFTN) or A/C Payee Cheque within 04 weeks after completion of each consignment and acknowledgement of the above-mentioned items in good condition and receiving of relevant documents.

22. The assigned person of ActionAid Bangladesh will monitor the quality, quantity and progress of work. Based on his endorsement ActionAid will process the payment.
23. Compliance of using green materials & green manufacturing environment is highly appreciated.
24. Bidder shall agree to the core labour standard & abolition of child labour, respect legislation of country on women rights & gender equity and will not employ/engage child labour in his organization
25. ActionAid Bangladesh is not bound to accept the lowest bidder.
26. ActionAid Bangladesh has the right to accept/cancel of any /all tenders without showing any clarification whatsoever.

Quotation/Tender Basis:

- If vendor have any additional request and conditions, this must be stipulated in a separate letter accompanying the bid.
- Bids shall be made in writing calculated in BDT only and clearly stated on the table mentioned above.
- Applicant shall attach a detailed timetable for carrying out the delivery and propose ways and means to realize the delivery. For supplying goods /materials, the final handover date should be mentioned.
- ActionAid Bangladesh is not liable for any damage to the applicant person or property in the event that something should occur.
- ActionAid Bangladesh strongly recommends that all applicants take extra precaution when visiting/delivering supplies or doing the construction work. If any legal issue is raised, the contractor/vendor will be responsible to respond and address. In such cases ActionAid Bangladesh will be not liable.

Disqualification of Applicants:

- If they are guilty of serious misinterpretation/misrepresentations of facts in supplying information.
If they are in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in ActionAid Bangladesh). If contractor/vendor declared the conflict of interest with a separate note with the tender document this clause will be not applicable.
- If they have been reported for/under litigation for child abuse.
- If they will not follow the terms and conditions mentioned above.

Bid Evaluation:

The Procurement Panel will check the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, the Procurement Panel may, at its discretion, request support/clarification from the ActionAid Bangladesh staff or consultant. In addition of Require Documents/Papers mentioned in the above Procurement Panel may take into account other criteria, including, but not limited to record of past performance, integrity, community rapport etc, when assigning companies to the designated short list.

Acceptance of Successful Quotation/Tender:

Taking into consideration selection criteria, ActionAid Bangladesh will make the final decision of the awarded Contractor/supplier/vendor. ActionAid Bangladesh will then send an email of acceptance / telephone call (whichever is feasible) to the successful applicant. After submitted documentation from the selected firm has been verified (if any), the firm will then be obliged to sign the Contract/Purchase Order for the stated amount. Any amendment to the awarded tender will be documented as an "Annexure" to the contract and will be determined by ActionAid Bangladesh.

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Contact: For any of related information contractor/vendor/supplier may communicate with ActionAid Bangladesh through email ID: aab.mail@actionaid.org.

Read, Understood and Signed By:

Name of Authorized Person :

Name of Firm/Company :

Signature :

Date :

Company Seal :

ActionAid Bangladesh

Location: Cox's Bazar
Self Reliance: Agriculture and Homestead Gardening
Summer 2023 Inputs Package

Details of Seed and Homestead gardening materials and others for Summer: Annexure-A (Total 10,200 Package)

Annexure-A

Summer Non-Seed Package: I								
Sl	Name of crop/Item	Name of variety/ Specifications	Per Package/ Households of Quantity	Total Households	Total Package of Quantity	Unit	Unit Cost	Total Cost
1	Bottle gourd	Khet law (20 grams)	20 grams	10,200	10,200	Package		
2	Sweet gourd	Baromashi (20 grams)	20 grams					
3	Bitter Gourd	Mehman (20 grams)	20 grams					
4	Cucumber	Baromashi (10 grams)	10 grams					
5	Snake gourd	BARI snake gourd-1, BRAC variety: Sufola-1, Lal teer variety: Tista (20 grams)	20 grams					
* Each item of package should be included in a master packate. (master packate made by cloth)								
Summer Seed Package (Sub Total: I)								
Summer Homestead gardening materials and others: II								
Sl	Name of crop/Item	Name of variety/ Specifications	Per Package/ Households of Quantity	Total Households	Total Quantity	Unit	Unit Cost	Total Cost
1	Vermicompost/ Organic manure (ready packet)	20 kg/15 kg package(Aluminum foil packaging), NKP (nitrogen 2-3%, potassium 1.85-2.25% and phosphorus 1.55-2.25%), PH- 6.7 to 7, Moisture Content -(50% -70%), temperature- 18-35° C, Aeration-50% (Per Households=20 kg) Packaging by Plastic Sack	20	10,200	204,000	KG		
2	Plastic Sack bag	Material: Polypropylene Plastic Capacity: 50kg Size: Length- 50 inches X Width- 30 inches; Color: white Five sacks required for one HH to cover five types of seeds and risk minimize. No soil to be provided, only vermicompost. (Per Households=5 Pcs Bag)	5	10,200	51,000	Pcs		
3	Bamboo- Muli	Measurement: Length - 16 Ft to 18 ft Dia: 2 Inches to 2.25 inches Matured and insect free as per selected sample. (Per Households=10 pcs muli bamboo) 10 pcs muli bamboo to be tied with rope	10	10,200	102,000	Pcs		
4	Plastic/Naylon Net	Materials: Naylon No bottom cutting, Must be straight (1 Bundle= 75 feet*5.5 feet) (Per Households=1 Bundle)	1	10,200	10,200	Bundle		
5	Naylon Rope	Materials: Plastic Thickness: 2mm (Per Households= 0.5 kg)	0.5	10,200	5,100	KG		
6	Watering Can	Made by Plastic Capacity: 6 Litter Dimension (LxWxH): 38.5X19X25.5 cm Product Type: Gardening Jar and Two-handed operation makes pouring easie. Nozzle detachable and spiral fitting . As per sample Picture (Per Households= 1 Pcs)	1	10,050	10,050	Pcs		
Summer Homestead gardening materials and others (Sub Total: II)								
Grand Total Including VAT & All Others Cost (I + II)								

Md. Salauddin Shikder
Senior Officer - Procurement & Logistics
ActionAid Bangladesh

Delivery Plan of Seed and Homestead gardening materials and others for Summer: Annexure-A

Total Package of First Consignments = 10,200 Package

Sl. No	Quantity (Package)	Location	Responsible Person	Delivery Time(Before)	Delivery Deadline (Within)
1	100	Ukhiya Area Office	Shinthia Irin	9:00 AM	Thursday, April 20, 2023
2	100	Teknaf Area Office	Shamim Hasan Khan	9:00 AM	
3	250	FDMN Camp- 25	Tanvir Mabud Tunmuy	9:00 AM	Thursday, April 27, 2023
4	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
5	250	FDMN Camp- 25	Tanvir Mabud Tunmuy	9:00 AM	Sunday, April 30, 2023
6	250	FDMN Camp- 22	Md.Maidul Hasan	9:00 AM	
7	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
8	250	FDMN Camp- 14	Ms. Tikli	9:00 AM	
9	250	FDMN Camp- 22	Md.Maidul Hasan	9:00 AM	Tuesday, May 2, 2023
10	250	FDMN Camp-24	Aslamul Hosna	9:00 AM	
11	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
12	250	FDMN Camp- 14	Ms. Tikli	9:00 AM	
13	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	
14	300	FDMN Camp- 22	Md.Maidul Hasan	9:00 AM	Wednesday, May 3, 2023
15	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	
16	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
17	200	FDMN Camp- 14	Ms. Tikli	9:00 AM	
18	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	Sunday, May 7, 2023
19	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	
20	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
21	200	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
22	200	FDMN Camp- 14	Ms. Tikli	9:00 AM	
23	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	Monday, May 8, 2023
24	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	
25	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
26	200	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
27	200	FDMN Camp- 14	Ms. Tikli	9:00 AM	
28	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	Tuesday, May 9, 2023
29	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
30	250	FDMN Camp- 27	Sheikh Md. Masum	9:00 AM	
31	200	FDMN Camp- 15	Abdul Hakim	9:00 AM	
32	250	FDMN Camp- 16	Mahfuzur Rahman	9:00 AM	
33	250	FDMN Camp- 21	Indrajit Paul	9:00 AM	Wednesday, May 10, 2023
34	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
35	250	FDMN Camp- 27	Sheikh Md. Masum	9:00 AM	
36	200	FDMN Camp- 15	Abdul Hakim	9:00 AM	
37	250	FDMN Camp- 16	Mahfuzur Rahman	9:00 AM	
38	250	FDMN Camp- 21	Indrajit Paul	9:00 AM	Thursday, May 11, 2023
39	200	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
40	300	FDMN Camp- 27	Sheikh Md. Masum	9:00 AM	
41	300	FDMN Camp- 16	Mahfuzur Rahman	9:00 AM	
42	300	FDMN Camp- 21	Indrajit Paul	9:00 AM	Sunday, May 14, 2023
43	200	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
Total	10200				



Md. Salauddin Shikder
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ActionAid Bangladesh

ActionAid Bangladesh

Location: Cox's Bazar

Self Reliance: Agriculture and Homestead Gardening

Winter 2023 Inputs Package

Details of Seed and Homestead gardening materials and others for Winter: Annexure-B (Total 10,100 Package)

Annexure-B

<i>Winter Non-Seed Package: I</i>								
Sl	Name of crop/Item	Name of variety/ Specifications	Per Package/ Households of Quantity	Total Households	Total Package of Quantity	Unit	Unit Cost	Total Cost
1	Bottle gourd	Khet law (10 grams)	10 grams	10,100	10,100	Package		
2	Sweet gourd	Baromashi (10 grams)	10 grams					
3	Country Bean	IP5a-1/2 (20 grams)	20 grams					
4	Cucumber	Baromashi (10 grams)	10 grams					
5	Yard long bean	Year-round/ Baromashi (10 grams)	10 grams					
* Each item of package should be included in a master packate. (master packate made by cloth)								
Winter Seed Package (Sub Total: I)								
<i>Winter Homestead gardening materials and others: II</i>								
Sl	Name of crop/Item	Name of variety/ Specifications	Per Package/ Households of Quantity	Total Households	Total Quantity	Unit	Unit Cost	Total Cost
1	Vermicompost/Organic manure (ready packet)	20 kg/15 kg package(Aluminum foil packaging), NKP (nitrogen 2-3%, potassium 1.85-2.25% and phosphorus 1.55-2.25%), PH- 6.7 to 7, Moisture Content -(50% -70%), temperature-18-35° C, Aeration-50% (Per Households=15 kg) Packaging by Plastic Sack	15	10,100	151,500	KG		
2	Plactic Sack bag	Material: Polypropylene Capacity: 50kg Size: Length- 50 inches X Width- 30 inches; Color: white Four sacks required for one HH to cover five types of seeds and risk minimize. No soil to be provided, only vermicompost. (Per Households=4 Pcs Bag)	4	10,100	40,400	Pcs		
3	Bamboo- Muli	Measurement: Length - 16 Ft to 18 ft Dia: 2 Inches to 2.25 inches Matured and insect free as per selected sample. (Per Households=10 pcs muli bamboo) 10 pcs muli bamboo to be tied with rope	10	10,100	101,000	Pcs		
4	Plastic/Naylon Net	Materials: Naylon No bottom cutting, Must be straight (1 Bundle= 75 feet*5.5 feet) (Per Households=1 Bundle)	1	10,100	10,100	Bundle		
5	Naylon Rope	Materials: Plastic Thickness: 2mm (Per Households= 0.5 kg)	0.5	10,100	5,050	KG		
Winter Homestead gardening materials and others (Sub Total: II)								
Grand Total Including VAT & All Others Cost (I + II)								



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Delivery Plan of Seed and Homestead gardening materials and others for Winter: Annexure-B

Total Package of Second Consignments = 10,100 Package

Sl. No	Quantity (Package)	Location	Responsible Person	Delivery Time(Before)	Delivery Deadline (Within)
1	100	Teknaf Area Office	Shamim Hasan Khan	9:00 AM	Monday, September 25, 2023
2	250	FDMN Camp- 25	Tanvir Mabud Tunmuy	9:00 AM	Tuesday, September 26, 2023
3	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
4	250	FDMN Camp- 25	Tanvir Mabud Tunmuy	9:00 AM	Wednesday, September 27, 2023
5	250	FDMN Camp- 22	Md.Maidul Hasan	9:00 AM	
6	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
7	250	FDMN Camp- 14	Ms. Tikli	9:00 AM	
8	250	FDMN Camp- 22	Md.Maidul Hasan	9:00 AM	Sunday, October 1, 2023
9	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	
10	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
11	250	FDMN Camp- 14	Ms. Tikli	9:00 AM	
12	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	
13	300	FDMN Camp- 22	Md.Maidul Hasan	9:00 AM	Monday, October 2, 2023
14	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	
15	250	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
16	200	FDMN Camp- 14	Ms. Tikli	9:00 AM	
17	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	
18	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	Tuesday, October 3, 2023
19	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
20	200	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
21	200	FDMN Camp- 14	Ms. Tikli	9:00 AM	
22	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	
23	250	FDMN Camp- 24	Aslamul Hosna	9:00 AM	Wednesday, October 4, 2023
24	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
25	200	FDMN Camp- 13	Riajul Mustafa	9:00 AM	
26	200	FDMN Camp- 14	Ms. Tikli	9:00 AM	
27	250	FDMN Camp- 15	Abdul Hakim	9:00 AM	
28	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	Thursday, October 5, 2023
29	250	FDMN Camp- 27	Sheikh Md. Masum	9:00 AM	
30	200	FDMN Camp- 15	Abdul Hakim	9:00 AM	
31	250	FDMN Camp- 16	Mahfuzur Rahman	9:00 AM	
32	250	FDMN Camp- 21	Indrajit Paul	9:00 AM	
33	250	FDMN Camp- 26	Suborbo Chakma	9:00 AM	Sunday, October 8, 2023
34	250	FDMN Camp- 27	Sheikh Md. Masum	9:00 AM	
35	200	FDMN Camp- 15	Abdul Hakim	9:00 AM	
36	250	FDMN Camp- 16	Mahfuzur Rahman	9:00 AM	
37	250	FDMN Camp- 21	Indrajit Paul	9:00 AM	
38	200	FDMN Camp- 26	Suborbo Chakma	9:00 AM	Monday, October 9, 2023
39	300	FDMN Camp- 27	Sheikh Md. Masum	9:00 AM	
40	300	FDMN Camp- 16	Mahfuzur Rahman	9:00 AM	
41	300	FDMN Camp- 21	Indrajit Paul	9:00 AM	
42	200	FDMN Camp- 26	Suborbo Chakma	9:00 AM	
Total	10100				



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