REQUEST FOR QUOTATION

RFQ Title: ACHIEVE Procurement

RFQ number: 2020-A034-01

Date of Solicitation: 27th November 2020

Submission Date and time: 15th December 2020 11:00am

Questions and Clarifications Due by: 10th December 2020

Estimated Delivery/ Performance Date: 25th January 2021

Pact Inc. is an international non-profit organization with its headquarters in Washington, DC. Our mission is to build local capacity to enable systematic solutions that allow those who are poor and marginalized to earn a dignified living, be healthy and enjoy the benefit nature provides.

Pact Tanzania is looking to purchase below listed items for ACHIEVE a 5-year USAID-funded award. Adolescents and Children HIV Incidence Reduction, Empowerment, and Virus Elimination (ACHIEVE) is a five-year, USAID-funded global cooperative agreement, which helps priority PEPFAR countries achieve and maintain HIV epidemic control among pregnant and breastfeeding women, infants, children, and youth. The two objectives of the project are to: i) attain and sustain HIV epidemic control among at-risk and hard to reach pregnant and breastfeeding (PBF) women, infants, children, and youth, as well as to mitigate the impact of HIV/AIDS and prevent HIV transmission among these populations; and ii) support the transition of prime funding and implementation to capable local partners in order to meet the PEPFAR goal of 70% of funding to local partners

Lot1: Vehicle

Pact Tanzania now invites quotes from eligible, registered motor vehicle suppliers to supply brand new vehicles with the following specifications:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Specifications</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Units</td>
<td>• Eng. Capacity 4000 to 4500 CC</td>
<td>• Air conditioning</td>
</tr>
<tr>
<td>(Delivery point is Pact’s Dar es Salaam office 6 weeks after signing the contract)</td>
<td>• Transmission: Five-Speed Manual</td>
<td>• Electric windows</td>
</tr>
<tr>
<td></td>
<td>• Right-hand drive</td>
<td>• Driver and Passenger airbags</td>
</tr>
<tr>
<td></td>
<td>• 4WD</td>
<td>• Central locking</td>
</tr>
<tr>
<td></td>
<td>• 6 to 9 seats</td>
<td>• Roofing rails</td>
</tr>
<tr>
<td></td>
<td>• 5 Doors</td>
<td>• Suitable for rough roads</td>
</tr>
</tbody>
</table>
Interested, eligible vendors should email an electronic quote or mail/deliver their quote to:

**Pact Tanzania**  
Plot No.74, Uporoto Street  
Victoria Ursino South  
P.O. Box 6348  
Dar es Salaam, Tanzania  
procurementTZ@pactworld.org

**Contact Information:**  
Stephen Simbila  
ssimbila@pactworld.org

**Office Hours:**  
9.00am to 5pm Monday to Friday

All quotes must be inclusive of the cost of shipment of the vehicles. The deadline for submission of the quotations is 15th December 2020 at 11am EAT.

**Lot2: Electronics**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Specifications</th>
<th>Other</th>
</tr>
</thead>
</table>
| 23 Laptops (Delivery point is Pact Dar es Salaam office 4 weeks after signing the contract) | • Screen Size: 14"  
• Processor: Intel Core i7-8565U  
• RAM: 8GB  
• Hard Drive: 512GB SSD  
• OS: Windows 10 Pro  
• Intel® UHD Graphics 620  
• Warranty | Windows 10pro to be installed before delivery |
| 1Photocopier machine (Delivery point is Pact Dodoma office 4 weeks after signing the contract) | • Operations speeds of up to 35 ppm (A4) in B&W and 35 ppm (A4) in colour.  
• Functionalities: UFR II, PCL and genuine PS3 printing, Colour with OCR/OOXML (PPT, Word), Two x 550 sheet (A4, 80 gsm) paper cassettes, 100 sheet,  
• 4 GB of RAM, 250GB HDD, drum units, 1000B-T/100Base-TX/10Base-T and USB 2.0 connectivity, secure data erase,  
• IPSec, Access Management System.  
• DADF + Image Reader 100-sheet duplexing automatic document feeder that scans up to 80 ipm (1-sided, 300 dpi) 160 ipm (2 Sided .300 dpi) | Delivery and Installation cost should be included in the quote |
Lot3: Office Furniture

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Specifications</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Office chairs</td>
<td>Chairs Executive-High Back</td>
<td>Delivery point is PACT Dodoma office</td>
</tr>
<tr>
<td>1 Office table</td>
<td>Office table 140x70x75cm</td>
<td></td>
</tr>
<tr>
<td>1 File cabinet</td>
<td>4drawer metal filing cabinet with security bar</td>
<td></td>
</tr>
<tr>
<td>1,000 File cabinet</td>
<td>Metal cabinet; Double door, Glass/Metal door</td>
<td></td>
</tr>
</tbody>
</table>

Submission Instructions:

- Quotes for Lot2&3 must be in Tanzanian Shillings and enclosed in a plain sealed envelope
- Vendor can only apply for one lot
- Quote, valid for at least 60 days
- Current and updated company profile must be submitted
- Copies of registration certificate and address of their registered office, valid business license, VAT and TIN certificates and tax clearance certificate must be submitted
- Items specification are fully addressed in the quotation.
- Warranty information for the items included in the quotation.
- Evidence of similar assignments, with at least two recommendation letters from the clients served must be submitted
- Delivery time must be specified
- Payment terms must be specified.

Eligibility

Except for Lot #1, which is open for national and International bidders, to be considered for award, Vendors must be currently legally operating in Tanzania and the quotation must include all the following information:

- Ability to meet or exceed the Requirements/Specifications outlined above.
- Ability to deliver the items/services no later than the date(s) required.

Evaluation Criteria:

- Price.
- Probable life of the item selected as compared with that of a comparable item.
- Warranty considerations.
- Maintenance availability.
- Delivery terms.

Interested, eligible vendor should deliver their quotation to:

Pact Tanzania
Plot No.74, Uporoto Street
Victoria Ursino South
P.O. Box 6348
Dar es Salaam, Tanzania
PACT will open all bids on **Tuesday 15th December 2020 at 11.30am** in the presence of Bidders’ representatives who choose to attend. The Bidders’ representatives who are present shall sign a register evidencing their attendance

**Please note:**

1. Late or incomplete bids will **not** be accepted.
2. The quote that complies with all the specifications/requirements and offers value for money, shall be considered for the competition.
3. Pact may cancel solicitation and not award.
4. Pact may reject any or all responses received.
5. Issuance of request for quotes does not constitute a contract commitment by Pact.
6. Pact reserves the right to disqualify any offer based on offeror failure to follow the solicitation instructions.
7. Pact reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition.
8. Pact will be contacting all offerors to confirm contact person, address and that the proposal was submitted for this solicitation.
9. Pact will not compensate Vendors for their response to the solicitation.
10. Pact may choose to award only part of the required items in this solicitation or to issue multiple awards for the same Lot.