



REQUEST FOR PROPOSAL

RFP Title: Procurement of Ready to Use Therapeutic Food (RUTF)

RFP Number: 2026-PACT/03/01 – Readvertised

Date of Solicitation: April 9, 2026

Closing Date and Time: April 19, 2026; 5:00 PM EAT

Bid Opening Date: April 20, 2026

Questions and Clarifications: Due by April 14, 2026

Estimated Delivery/ Performance Date: Monday, 15th June 2026.

Introduction to Pact

Pact is an international nonprofit that works in nearly 40 countries, building solutions for human development that are evidence-based, data-driven, and owned by the communities we serve. Founded in 1971, Pact works with partners to build resilience, improve accountability, and strengthen knowledge and skills for sustainable social impact. Since 2001, we have been working in Tanzania to help people and communities build their own capacity to generate income, improve access to quality health services, and gain lasting benefit from the sustainable use of natural resources around them to benefit future generations. For more about Pact, visit www.pactworld.org

The Objective of the Assignment

The overall objective of this assignment is to solicit eligible vendor(s) who will supply ready to use therapeutical food (RUTF).

TERMS OF REFERENCE FOR THE PROCUREMENT OF READY TO USE THERAPEUTIC FOOD (RUTF)

Description of Items

Lot	Item	Description of Item	Number of units
Lot 2	Ready to Use therapeutic food (RUTF)	General requirements: <ol style="list-style-type: none"> 1. RUTF must be registered/approved by relevant national authorities. 2. RUTF classified as therapeutic food for Severe Acute Malnutrition (SAM) management. 3. Supplier must provide RUTF that fully complies with Codex Alimentarius standards and Ministry of Health (MoH) standards. 4. RUTF must meet all nutritional requirements as per Codex standards. 5. All ingredients must be food-grade and compliant with Codex requirements. 	102,800 sachets

		<ol style="list-style-type: none"> 6. Manufacturer must operate under Good Manufacturing Practices (GMP)/ Hazard Analysis and Critical Control Points (HACCP) - certified facilities/systems acceptable to Bureau of Standards (TBS). 7. RUTF to be packed in moisture- and light-resistant packaging. Standard sachets/cartons suitable for upcountry supply. 8. Clear labeling including ingredients, nutrition, expiry date, and instructions for use. 9. Label in English and Kiswahili where applicable. 10. Minimum shelf life of 24 months at delivery unless otherwise specified. 11. Supplier must demonstrate internal quality control systems. 	
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Scope of Work

Specific scope of work includes but should not be limited to the following:-

1. Procuring and delivering the above items per the standard and specifications.
2. Deliver the items to designated delivery points confirmed by Pact Tanzania.
3. Verification of the delivered items prior to acknowledgement of the items.
4. A vendor should have a delivery note to be signed by the receivers and must indicate the date, full name, title and mobile contact, his/her signature, item specification, and quantity and should be stamped.

Expected delivery time is within 1 month after issuance of Purchase Order (tentatively delivery is planned to be accomplished by Monday, 15th June 2026.

Expected Deliverables

1. Submission of quotation and all needed documents as per submission instructions and Appendix
2. Submission of samples once notified by Pact.
3. Delivery of items as per the specifications to designated delivery point confirmed by Pact Tanzania.
4. Submission of supporting documents (relating to the delivery) to Pact after the verification process is completed.

Reporting

The Supplier will report to the Pact Procurement Unit.

Eligibility

- 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.
- Financial capability.
- Warranty period
- Experience.

- Specifications and Quality
- Delivery terms.

Additionally, donor requirements will also be considered in assessing the Ready to Use therapeutic food (RUTF). The focus of the donor evaluation process is on the quality of the item at the point of manufacture. Evaluation factors to be considered may include but not limited:

- Approval by the U.S. Food and Drug Administration;
 - Approval by a stringent regulatory authority;
 - Source of the item (e.g. an approved procurement agent);
 - Past performance of the vendor;
 - Quality testing protocol (for example, product testing by an acceptable independent laboratory);
 - Emergency or other conditions affecting the availability of pharmaceuticals; and
 - Proposed use of the item as per manufacturer
- * See the detailed evaluation criteria in the appendices.**

All questions and requests for clarification should be directed to tendertz@pactworld.org with the subject line **"Request for Clarification: 2026-PACT/03/01 - LOT 2"** before 5 PM EAT on April 14, 2026.

Submission Instructions

Interested vendors must submit the following information to Pact Tanzania:

1. Draft inception report detailing methodology for supplying the selected item as per lot applied for above, including tentative work plan by **Sunday 19th April 2026**.
2. The current Company Profile must be attached.
3. Joint Venture (JV) agreement (If Applicable)
4. Patent registration certificates (If Applicable)
5. Certificate or letter of no-litigation signed by the Advocate of the High Court.
6. Copies of registration, Certificate of Registration or Certificate of Incorporation valid and relevant Business License, TIN Certificate, VAT Certificate, TAX Clearance Certificate issued in 2026 and Tanzania Bureau of Standards (TBS) Certification (relevant to the scope). These must be valid and relevant.
7. Latest audited Financial Statements for the last 2 years (most recent)
8. Relevant and valid certifications of approval by the U.S. Food and Drug Administration, a stringent regulatory authority. Certification of source of the item and Quality testing certificate from an acceptable independent laboratory and relevant documents as per specifications in the General requirements in the descriptions of items table above.
9. Payment terms are 100% after delivery.
10. Warranty period
11. Delivery time must be specified.
12. Interested bidders should submit their bids electronically to Pact Tanzania via email at tendertz@pactworld.org addressing to by **Sunday 19th April 2026 not beyond 5:00 PM EAT** :-

**The Tender Committee,
Pact Tanzania,
Masasani Peninsula
Plot 1486
P. O. Box 6348,
Dar es Salaam, Tanzania.
Email: tendertz@pactworld.org**

Note:

- Pact will open all bids on Monday, April 20th, 2026
- Quotes must be in Tanzanian Shilling or the official currency applicable to the bidder's country and must include taxes separately. All quotes should be stamped and signed including all key details (address, contacts).
- Bid must be submitted electronically to Pact Tanzania.
- Bids received after 5:00 PM EAT will not be accepted.
- All quotations shall be valid for at least 90 days following submission.

Terms and Conditions – Disclaimers

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 the solicitation and not award.
4. Pact may reject any or all responses received.
5. Issuance of requests for quotes does not constitute a contract commitment by Pact.
6. Pact reserves the right to disqualify any offer based on the offer or failure to follow the solicitation instructions.
7. Pact reserves the right to waive minor proposal deficiencies that can be corrected before award determination to promote competition.
8. Pact will contact offerors to confirm the contact person's 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 issue multiple awards for the same lot.
11. Pact reserves the right to change the total quantity before a PO is issued.
12. Information pertaining to and obtained from the Vendor as a result of participation in this solicitation is confidential. The Vendor consents to the disclosure of the documents submitted by the Vendor to the reviewers involved in the selection process. Please note that all reviewers are bound by non-disclosure agreements.
13. Legal Status on eligibility criteria – Interested bidders must submit valid legal documentation in accordance with the laws and regulations of their respective country of registration. Such documentation may include, but is not limited to, certificates of incorporation/registration, tax compliance certificates, and any other relevant statutory approvals.
14. Prices – All quotations must be submitted in Tanzanian Shilling or the official currency applicable to the bidder's country, unless otherwise specified in the tender documents.

Appendix 1: Detailed Information on Evaluation Criteria

Minimum Eligibility and Qualification Criteria

Eligibility and qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted without one of the minimum eligibility and qualifications or/and does not meet the criteria subject marked (*) and its associated document submission instructions, the bid will be deemed as non-responsive.

Subject	Criteria	Document Submission Requirement
ELIGIBILITY		
Legal Status (*)	The vendor is a legally registered entity with valid and relevant certifications.	<ul style="list-style-type: none"> ▪ Certificate of Registration or ▪ Certificate of Incorporation ▪ Valid and relevant Business License ▪ TIN Certificate ▪ VAT Certificate ▪ Current Tax Clearance (relevant to the scope). ▪ Tanzania Bureau of Standards (TBS) Certification
Certificates and Licenses (If Applicable)	<ul style="list-style-type: none"> ▪ An official appointment as a local representative is required if the bidder submits a bid on behalf of an entity outside the country. ▪ Manufacturer authorization certificate for the quoted item/s. 	<ul style="list-style-type: none"> ▪ Joint Venture (JV) Agreement (If Applicable) ▪ Patent Registration Certificates (If Applicable)
QUALIFICATION		
Litigation History (*)	No consistent history of court/arbitral award decisions against the Bidder for the last three years.	Certificate or letter of No-Litigation signed and signed by the Advocate of Court of law.
Donor requirements	<ul style="list-style-type: none"> ▪ Approval by the U.S. Food and Drug Administration. ▪ Approval by a stringent regulatory authority. ▪ Source of the item (e.g. an approved procurement agent); 	Relevant and valid Certifications confirming approval and source of item.
Previous Experience (*)	<ul style="list-style-type: none"> ▪ Minimum three (3) years' experience relevant to the scope. ▪ Minimum two (2) contracts of similar value, nature, and complexity implemented over the last three (3) years. 	<ul style="list-style-type: none"> • The Company Profile must be Attached. • Evidence of Contracts/PO/ Awards
Financial Standing (*)	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability.	Latest Audited Financial Statements for the last 2 years (most recent)

Detailed Technical and Financial Evaluation

The technical and financial parts will be evaluated on a merit point/scores system Format of Technical Bid (Weight = 100%)

All Vendors who will meet minimum requirements will be considered for sample submission. On the technical and sample evaluation, vendors who score 75% and above will be selected for financial evaluation stage as per the sections below.

The Bidder's Bid should be organized to follow this format of the Technical Bid. When the bidder is presented with a requirement or asked to use a specific approach, it must state its acceptance and describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder's qualification, capacity, and expertise (30%)

- 1.1 General organizational capability is likely to affect implementation: management structure, project management controls, and the extent to which any work would be subcontracted (if so, provide details). (5%)

Support Document Needed:

- Updated Organizational Structure including key personnel, and equipment to support the work to be done.

- 1.2 A clear methodology of how the vendor will successfully deliver the required quantities per the specifications. (25%)

Support Documents:

- The vendor should submit/state its estimated lead time and delivery SLA as per TOR (5%).
- The vendor should submit a work plan showing how the contract will be executed within an estimated timeline. (considering sample confirmation, mobilization, verification, packaging, and delivery) (10%)
- Payment terms must be clearly stated (10%)

SECTION 2: Scope of Supply, Technical Specifications, and Related Services (40%)

This section should demonstrate the Bidder's responsiveness to the specification by identifying the proposed components, addressing the requirements point by point, and demonstrating how the proposed bid meets or exceeds the requirements/specifications.

Conformity of goods to be supplied if they meet technical specifications provided.

Support Documents:

- Evidence of Contracts/PO/Awards: Minimum of 2 contracts of similar value, nature, and complexity implemented over the last three years. (10%)
- List of items to be supplied with their full technical specifications. (20%) Consider the below: Additionally, donor requirements will also be considered in assessing the Ready to Use therapeutic food (RUTF). The focus of the donor evaluation process is on the quality of the item at the point of manufacture. Evaluation factors to be considered may include but not limited:
 - Approval by the U.S. Food and Drug Administration;
 - Approval by a stringent regulatory authority;
 - Source of the item (e.g. an approved procurement agent);
 - Past performance of the vendor;

- Quality testing protocol (for example, product testing by an acceptable independent laboratory);
 - Emergency or other conditions affecting the availability of pharmaceuticals; and
 - Proposed use of the item as per manufacturer
- Warranty period. (10%)

SECTION 3: Price (30%)

Successful vendors will be evaluated on their prices for this assignment as per the documents submitted. This section should demonstrate price competitiveness and reasonability. The vendor will be evaluated and compared with other vendors' bids and scored as per the selected evaluation method.

Support Documents: A quotation cover sheet in Tanzanian Shillings or the official currency applicable to the bidder's country.

- Price comparison shall be based on the landed price, including applicable taxes, transportation, insurance, and other related costs (including customs duties, shipping, special packaging, etc.), where applicable.

Financial Capacity Evaluation

Successful vendor(s) will be evaluated on their financial capability to deliver this assignment as per the documents submitted.

Bidders must attach copies of two (2) consecutive years of current audited financial statements (balance sheets, cash flow statements, profit and loss statements including all related notes, etc.) for the years required above, complying with the following condition:

Must reflect the financial situation of the Bidder or party to a JV, and not a sister or parent company.

- Historical financial statements must be audited by a certified public accountant, signed, and stamped.
- Historical financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.