

REQUEST FOR QUOTATION (RFQ)

RFQ #:	FY22-347-DRC-004 ASSR FC
Services Requested:	One CPT Airshipment for the supply of FC (female contraceptives), bulk packaged, to Kinshasa (FIH) airport, Democratic Republic of Congo
Contract Type:	Purchase Order
Issuance Date:	December 3, 2021
Last Receipt Date for Questions:	December 9, 2021 16:00 hrs (Eastern Standard Time, Washington DC)
Response Date to Questions:	December 14, 2021
Bid Submission Deadline:	December 17, 2021 16:00 hrs (Easter Standard Time, Washington, DC)
Anticipated Award Date:	December 23, 2021

Corus Procurement Ethics

Corus International and its family of organizations are committed to a transparent and ethical procurement process aiming to achieve the best value for money, fairness, integrity, and doing business in compliance with the US government regulations, the beneficiaries, donors, and partners' interests.

Corus does not allow accepting any monetary transaction, gratuity, or compensation of any type from current or potential vendors or suppliers in exchange for or as a reward for a business. Therefore, all potential vendors and suppliers taking part in this solicitation must not offer fraud, bribery, or kickback to an employee or staff of Corus. Any vendor or supplier violating these standards will be automatically disqualified for doing business with Corus in the future.

A comprehensive list of Corus's ethical standards as well as information on how to report any violation pertaining to this solicitation (Corus's Integrity and Ethics Reporting Hotline) is found here: <https://corusinternational.org/ethics-and-policies-corus-international>.

INTRODUCTION:

Founded in 1945, Lutheran World Relief (LWR) is a U.S.-based 501(c)3 organization with a mission to end poverty, injustice, and human suffering. LWR focuses its work on humanitarian assistance and long-term development, laying a foundation for resilience, sustainable adaptation to climate change, and the strengthening of value chains.

Headquartered in Baltimore, Maryland, LWR has an annual operating budget of \$50 million, with funding from Lutheran individual and congregational donors, U.S. Agency for International Development (USAID), the United States Department of Agriculture (USDA), the Bill & Melinda Gates Foundation, the Margaret A. Cargill Philanthropies, and others. LWR's programmatic approaches promote collaboration between public and private institutions to achieve shared impact. In the past 10 years, LWR has successfully executed more than \$60 million in restricted funding from the U.S. government, foundations, and the private sector.

IMA is a global, faith-based nonprofit that helps developing communities overcome their public health challenges. Founded in 1960 as Interchurch Medical Assistance, today's IMA works alongside governments, non-governmental organizations, faith-based and secular agencies to bring the best in science and public health programming to some of the world's most challenging environments. With offices in six countries and more than \$100 million in annual revenue, IMA is a vibrant, growing agency working to achieve health, healing and well-being for all.

IMA offers sustainable and efficient solutions to health-related problems that are far too common in the developing world. IMA believes all people are children of God and thus deserve to lead healthy and productive lives. The founding members of IMA World Health, Protestant Churches and church-based organizations chose to be intentionally ecumenical to provide health services and to build healthy communities around the world. We can do more together than alone; that spirit of joint action remains foundational to IMA today.

IMA World Health and Lutheran World Relief combined in 2020 to create Corus International. Corus International is the parent organization of Lutheran World Relief and IMA World Health, two brands that operate as a single organization.

SERVICE REQUIREMENT:

Bulk pack- Loose pieces – Female Condoms

QUOTATION VALIDITY:

Quotation should be valid for 90 days from the RFQ due date. This includes, but is not limited to, cost, pricing, terms and conditions, service levels and all other information. If your firm is awarded the contract, all information in the RFQ and negotiation process is contractually binding.

DELIVERY LOCATION AND TERMS:

Delivery One (1) Air CPT Shipment (FIH) Kinshasa Airport, DRC

DELIVERY TIMELINE:

Please quote your best delivery timeline for the entire content. Corus will not consider split shipment or partial quotes.

QUALITY REQUIREMENTS:

[All medicines and medical supplies must comply with World Health Organization (WHO) set quality standards, principles of Good Manufacturing Practices (GMP), Good Storage Practices (GSP) and Good Distribution Practices (GDP). This is applicable for medicines and medical supplies procurement, for other type of goods consider reference to international technical standards and norms, attach detailed specification for items, include warranty requirements, needs for vendor to supply brochures on offered items in PDF format or as web links...].

EXPIRY DATES:

Fresh manufacturer, remaining item shelf life for medicines and medical supplies should not be less than 2/3 of the factory declared at the time of the goods arrival to country. Please specify shelf life for each item,

REQUIRED CERTIFICATES:

All medicines must be accompanied with corresponding manufacturer Certificates of Analysis, Certificate of Origin, Quality Assurance, GMP.

PACKING/LABELING INSTRUCTION:

Goods should be packed in outer, and inner carton durable boxes. Packing must be suitable for selected transport mode. Protect for weather influence while in transit. Each box must be numbered and must contain detailed packing list (on outside and inside box). Boxes must have full consignee markings

PAYMENT TERMS:

Corus intends to award a firm fixed-price purchase order or contract as a result of this RFQ with payment terms being net 30 days from delivery and acceptance of the goods ordered at the location specified. If this is not possible, please quote your best payment terms.

BID Submission DEADLINE:

16:00 hours (EST) USA, Washington DC Time on December, 17 2021. Quotations received after stated deadline may be considered invalid.

TERMS AND CONDITIONS

- Issuance of this RFQ does not constitute an award commitment on the part of Corus, nor does it commit Corus to pay for costs incurred in the preparation and submission of a bid.

- Attached files are integral part of this RFQ.

- Corus may contact bidders to confirm contact person, address, bid amount and to confirm that the bid was submitted for this solicitation.

- False Statements in the Bid:

Bidders must provide full, accurate and complete information as required by this solicitation and its attachments.

- Conflict of Interest Disclosure:

Bidders must provide disclosure of any past, present or future relationships with any parties associated with the issuance, review or management of this solicitation and anticipated award. Failure to provide full and open disclosure may result in Corus having to re-evaluate selection of a potential Bidder.

- Right to Select/Reject

Corus reserves the right to select and negotiate with those firms it determines, in its sole discretion, to be qualified for competitive proposals and to terminate negotiations without incurring any liability. Corus also reserves the right to reject any or all proposals received without explanation.

- Reserved rights:

All RFQ responses become the property of Corus and Corus reserves the right in its sole discretion to:

- To disqualify any offer based on Bidder's failure to follow solicitation instructions;
- To waive any deviations by Bidder from the requirements of this solicitation that in Corus's opinion are considered not to be material defects requiring rejection or disqualification; or where such a waiver will promote increased competition;
- Extend the time for submission of all RFQ responses after notification to all Bidders;
- Terminate or modify the RFQ process at any time and re-issue the RFQ to whomever Corus deems appropriate;
- Issue an award based on the initial evaluation of offers without discussion; and
- Award only part of the activities in the solicitation or issue multiple awards based on solicitation activities.

SOURCE SELECTION CRITERIA:

Based on the Lowest Price Technically Acceptable Source Selection Process, award will be made to the Bidder submitting the lowest evaluated price that meets or exceeds the technical acceptability standards while respecting determined delivery timelines. Technical capability may be evaluated by how well the proposed products meet the minimum technical specifications set forth in this RFQ.

SUBMISSION INSTRUCTION(S):

You are requested to submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Quotation can be submitted via email as response to this message by the below stated response deadline. When responding, please copy all contacts included in this RFQ correspondence

To be eligible, Bidders must provide full, accurate and complete information as required by this solicitation and its attachments, including any certifications attached. **WHO-PQ, UNFPA Prequalified Manufacturers only.**

Quotations may be submitted on Bidder's letterhead and signed by the authorized company officer.

As a minimum, offers must show:

1. The RFQ reference number;
2. The name, addresses (street, email, other), and telephone number of the Bidder;
3. A detailed technical description /specification 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;
4. Terms of any offer related warranty;
5. Price and any discount terms, including transport and insurance cost, as applicable;

6. "Remit to"/" Submit to" address, if different than mailing address;
7. 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 contract numbers, points of contact with telephone numbers and other relevant information)

INTENT TO BID CONFIRMATION:

Please confirm intention to participate by responding to this message upon receipt.

QUESTIONS / CLARIFICATION REQUESTS:

In case you may have questions about any terms or requested item specification, quantity or quality requirements, please feel free to contact us via email.

More details on Corus and our projects worldwide available through our web site: corusinternational.org

ATTACHMENT A: QUOTE COVER SHEET

Vendor Name: _____

Physical Address: _____

City, State, Zip: _____

Primary Contact: _____

Tel: _____

Fax: _____

Email: _____

Name of Authorized Official to Sign Contract: _____

Title of Authorized Official: _____

Certification: I certify that information provided is true and correct. The offer is valid for a minimum of 90 days.

Signature: _____

Date: _____

Attachment B: Product Description

Via Air 1 (One) Air shipment CPT Incoterms 2020 Kinshasa (FIH), DRC	Quantity (Bulk Packed)	Description
Lot 1	45,761 pieces	Female Condoms, lubricated, 170 mm, per piece

ATTACHMENT C: PRICE QUOTE

VENDOR NAME

ATTACHMENT D: PAST PERFORMANCE

Complete the table below. Please include contact information for past customers that can provide professional references for your organization.

VENDOR NAME: _____

#	Reference Contact Name	Organization Name	Telephone	Email	Date Services Performed	Type of Services Performed