**BIDDER RESPONSE DOCUMENT**

**Please provide information against each requirement.**

Additional rows can be inserted for all questions as necessary.

**Section 1 - Bidder’s Experience**

1. Please outline the company’s experience in delivering the required services or works. This should include demonstrated experience with the delivery in the past, any value added services.

|  |
| --- |
|  |

**Section 2 - Bidder’s Company Information**

1. General information

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Company name: | | | | | | |
| Number of years in Operation in the Country: | | | | | | |
| Registered name of company (if different): | | | | | | |
| Any other trading names of company: | | | | | | |
| Primary Contact Name: | | | Job title : | | | |
| Phone: | | | Fax: | | | |
| Email: | | | Website: | | | |
| Principal Address: | | Registered Address: | | | Payment Address: | |
| Company Registration number  (Attach CAC certificate) |  | | | Date of registration: | |  |
| VAT/Tax registration number: |  | | | Annual Turnover: | |  |
| Names of Company Directors: | | | | | | |
| Name of any Parent company: | | | | | | |
| Location of Registered Office of the Parent Company: | | | | | | |
| Legal relationship with Parent Company: | | | | | | |

1. Please provide the following details forat least 3client references which Malaria Consortium can contact (preferably INGOs / Humanitarian Organisations with similar requirements).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of client 1** |  | Length of Contract |  | Monetary value of contract: |  |
| Contact Name |  | Phone Number |  | Email address |  |
| Outline of goods / services supplied: | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of client 2** |  | Length of Contract |  | Monetary value of contract: |  |
| Contact Name |  | Phone Number |  | Email address |  |
| Outline of goods / services supplied: | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of client 3** |  | Length of Contract |  | Monetary value of contract: |  |
| Contact Name |  | Phone Number |  | Email address |  |
| Outline of goods / services supplied: | | | | | |

The client organisations response to this question will also act as your **Referees**. If any of the information supplied is deemed false following reference checks, your response to this RFP will be disqualified.

1. Please provide details of all relevant insurances held by the company.

|  |  |  |  |
| --- | --- | --- | --- |
| Insurance Type | Brief description of what the insurance covers | Maximum claim value | Any relevant restrictions on the insurance |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Please provide a copy of all insurances with your bid.

1. Do you operate the following policies within your company? If yes to any of the above, please provide a copy with your bid.

|  |  |  |
| --- | --- | --- |
| **Policies** | **Yes / No** | Outline how these policies are embedded and adhered to within your organisation |
| Fraud and Bribery |  |  |
| Equality & Diversity Policy |  |  |
| Environmental Policy |  |  |
| Quality Management Policy |  |  |
| Health & Safety Policy |  |  |

1. Outline how you comply with road use statutory and regulatory requirements, if applicable

|  |
| --- |
|  |

1. Will you be subcontracting any activities in order to supply Malaria Consortium?

Yes  No

If yes, give details of relevant subcontractors and what operations they would carry out:

|  |  |  |
| --- | --- | --- |
| **Subcontractor** | **Location** | **Operation** |
|  |  |  |
|  |  |  |
|  |  |  |

**Cost proposal**

1. Give a summary of your rates for the services to be supplied to Malaria Consortium Locations inOndo State as specified in the table below.

**Table 1. Long Haul of LLINs from Central Warehouse to 18 LGAs Warehouse of Ondo State**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **LONG HAUL DISTRIBUTION OF LLIN IN ONDO STATE** | | | | | | | |
| **FROM CENTRAL WAREHOUSE TO 18 LOCAL GOVERNMENT AREAS (LGA) WAREHOUSE** | | | | | | | |
|  | **Long Haul from Central Warehouse to LGA Warehouse** | | | | | | |
| **S/NO** | **Name of Central Warehouse** | **Name of LGA** | **Description** | **location of LGA Warehouse** | **No of Bales (50 PCS/Bale)** | **cost per bale** | **Total** |
| 1 | CW in Akure | AKOKO NORTHEAST | Transportation of bales of nets from central warehouse to LGA warehouse | PHC AUTHORITY HALL, OKOJA, STREET, IKARE | **3,011** |  |  |
| 2 | CW in Akure | AKOKO NORTHWESR | Transportation of bales of nets from central warehouse to LGA warehouse | ST JUDGES CHURCH, OKEAGBE AKOKO | **3,661** |  |  |
| 3 | CW in Akure | AKOKO SOUTHEAST | Transportation of bales of nets from central warehouse to LGA warehouse | IDOFIN QUARTERS, OPPOSITE ROMAN CATHOLIC CHURCH, ISUA-ILE | **1,427** |  |  |
| 4 | CW in Akure | AKOKO SOUTHWEST | Transportation of bales of nets from central warehouse to LGA warehouse | OWALUSI COMMUNITY HALL, IWARO OKA AKOKO | **3,939** |  |  |
| 5 | CW in Akure | AKURE NORTH | Transportation of bales of nets from central warehouse to LGA warehouse | OGBOLU'S PALACE, ODO OJA, ITAOGBOLU | **2,935** |  |  |
| 6 | CW in Akure | AKURE SOUTH | Transportation of bales of nets from central warehouse to LGA warehouse | AGRIC INPUT SUPPLY AGENCY STORE, ONDO RD, AKURE | **7,696** |  |  |
| 7 | CW in Akure | ESE ODO | Transportation of bales of nets from central warehouse to LGA warehouse | CIVIC CENTRE IGBEKEBO | **2,686** |  |  |
| 8 | CW in Akure | IDANRE | Transportation of bales of nets from central warehouse to LGA warehouse | OWENA BHC STORE, OWENA/AYETORO | **2,233** |  |  |
| 9 | CW in Akure | IFEDORE | Transportation of bales of nets from central warehouse to LGA warehouse | BHC STORE, MOLETE, IGBARA-OKE | **972** |  |  |
| 10 | CW in Akure | ILAJE | Transportation of bales of nets from central warehouse to LGA warehouse | CIVIC CENTRE IGBOKODA | **5,032** |  |  |
| 11 | CW in Akure | ILE OLUJI | Transportation of bales of nets from central warehouse to LGA warehouse | PHC SECRETARIAT, OLOGUNDUDU (ALONG BAMIKEMO ROAD, BEFORE BAMIKEMO) | **2,991** |  |  |
| 12 | CW in Akure | IRELE | Transportation of bales of nets from central warehouse to LGA warehouse | IRELE LOCAL GOVERNMENT ODIMAYO CONFERENCE HALL & IRELE LOCAL GOVERNMENT AGRIC HALL | **2,484** |  |  |
| 13 | CW in Akure | ODIGIBO | Transportation of bales of nets from central warehouse to LGA warehouse | LGA SECRETARIAT HALL, ORE, ODIGBO | **5,384** |  |  |
| 14 | CW in Akure | OKITIPUPA | Transportation of bales of nets from central warehouse to LGA warehouse | ILUTITUN 1 PHC STORES, ALONG HOSPITAL ROAD, OKITIPUPA | **4,191** |  |  |
| 15 | CW in Akure | ONDO EAST | Transportation of bales of nets from central warehouse to LGA warehouse | MOBOLORUNDURO PRODUCE MARKETING SOCIETY LIMITED LIMITED COOPERATIVE STORE, BOLORUNDURO | **1,107** |  |  |
| 16 | CW in Akure | ONDO WEST | Transportation of bales of nets from central warehouse to LGA warehouse | BETTER LIFE BHC STORE, ONDO, ONDO WEST | **4,020** |  |  |
| 17 | CW in Akure | OSE | Transportation of bales of nets from central warehouse to LGA warehouse | OBA GABRIEL GENERAL HOSP HALL, IFON | 1,308 |  |  |
| 18 | CW in Akure | OWO | Transportation of bales of nets from central warehouse to LGA warehouse | LGA SECRETARIAT HALL, OWO | 3,789 |  |  |
|  |  | TOTAL |  |  | 58,868 |  |  |

**Table 2: Last Mile of LLINs from LGAs Warehouse to Distribution Hubs in 18 LGAs of Ondo State**

|  |  |  |  |
| --- | --- | --- | --- |
| **LAST MILE DISTRIBUTION OF LLIN IN ONDO STATE** | | | |
| **FROM LOCAL GOVERNMENT AREAS (LGA) WAREHOUSE; LGA WAREHOUSE TO DITRIBUTION HUBS(DHs) AND DHs TO STATE CENTRAL WAREHOUSE** | | | |
|  |  | **Last Mile Distribution from Central Warehouse to LGA Warehouse** | **Reverse Logistics From DH to Central Warehouse** |
| **S/NO** | **Name of LGA** | **Total in Naira** | **Total In Naira** |
| 1 | AKOKO NORTHEAST | 0 | 0 |
| 2 | AKOKO NORTHWEST | 0 | 0 |
| 3 | AKOKO SOUTHEAST | 0 | 0 |
| 4 | AKOKO SOUTHWEST | 0 | 0 |
| 5 | AKURE NORTH | 0 | 0 |
| 6 | AKURE SOUTH | 0 | 0 |
| 7 | ESE ODO | 0 | 0 |
| 8 | IDANRE | 0 | 0 |
| 9 | IFEDORE | 0 | 0 |
| 10 | ILAJE | 0 | 0 |
| 11 | ILE OLUJI/OKEIGBO | 0 | 0 |
| 12 | IRELE | 0 | 0 |
| 13 | ODIGBO | 0 | 0 |
| 14 | OKITIPUPA | 0 | 0 |
| 15 | ONDO EAST | 0 | 0 |
| 16 | ONDO WEST | 0 | 0 |
| 17 | OSE | 0 | 0 |
| 18 | OWO | 0 | 0 |
|  | **GRAND TOTAL** | 0 | 0 |

**Table 3: Last mile distribution of LLINs from Distribution Hubs to Households in 18 LGAs of Ondo State**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LAST MILE DISTRIBUTION OF LLIN IN ONDO STATE** | | | | | |
| **FROM DISTRIBUTION HUBS IN 18 LOCAL GOVERNMENT AREAS (LGAS) TO HOUSEHOLDS** | | | | | |
| **S/NO** | **Name of LGA** | **Description** | **No of Bales (50 PCS/Bale)** | **cost per bale** | **Total** |
| 1 | AKOKO NORTHEAST | Distribution of nets from Distribution Hubs to 54,205 households in the LGA. Maximum of 4 bales distributed per day. | **3,011** |  |  |
| 2 | AKOKO NORTHWESR | Distribution of nets from Distribution Hubs to 65,906 households in the LGA. Maximum of 4 bales distributed per day. | **3,661** |  |  |
| 3 | AKOKO SOUTHEAST | Distribution of nets from Distribution Hubs to 25,683 households in the LGA. Maximum of 4 bales distributed per day. | **1,427** |  |  |
| 4 | AKOKO SOUTHWEST | Distribution of nets from Distribution Hubs to 70,907 households in the LGA. Maximum of 4 bales distributed per day. | **3,939** |  |  |
| 5 | AKURE NORTH | Distribution of nets from Distribution Hubs to 52,830 households in the LGA. Maximum of 4 bales distributed per day. | **2,935** |  |  |
| 6 | AKURE SOUTH | Distribution of nets from Distribution Hubs to 138,535 households in the LGA. Maximum of 4 bales distributed per day. | **7,696** |  |  |
| 7 | ESE ODO | Distribution of nets from Distribution Hubs to 48,354 households in the LGA. Maximum of 4 bales distributed per day. | **2,686** |  |  |
| 8 | IDANRE | Distribution of nets from Distribution Hubs to 40,190 households in the LGA. Maximum of 4 bales distributed per day. | **2,233** |  |  |
| 9 | IFEDORE | Distribution of nets from Distribution Hubs to 17,492 households in the LGA. Maximum of 4 bales distributed per day. | **972** |  |  |
| 10 | ILAJE | Distribution of nets from Distribution Hubs to 90,569 households in the LGA. Maximum of 4 bales distributed per day. | **5,032** |  |  |
| 11 | ILE OLUJI | Distribution of nets from Distribution Hubs to 53,845 households in the LGA. Maximum of 4 bales distributed per day. | **2,991** |  |  |
| 12 | IRELE | Distribution of nets from Distribution Hubs to 44,719 households in the LGA. Maximum of 4 bales distributed per day. | **2,484** |  |  |
| 13 | ODIGIBO | Distribution of nets from Distribution Hubs to 96,918 households in the LGA. Maximum of 4 bales distributed per day. | **5,384** |  |  |
| 14 | OKITIPUPA | Distribution of nets from Distribution Hubs to 75,438 households in the LGA. Maximum of 4 bales distributed per day. | **4,191** |  |  |
| 15 | ONDO EAST | Distribution of nets from Distribution Hubs to 19,931 households in the LGA. Maximum of 4 bales distributed per day. | **1,107** |  |  |
| 16 | ONDO WEST | Distribution of nets from Distribution Hubs to 72,357 households in the LGA. Maximum of 4 bales distributed per day. | **4,020** |  |  |
| 17 | OSE | Distribution of nets from Distribution Hubs to 23,549 households in the LGA. Maximum of 4 bales distributed per day. | 1,308 |  |  |
| 18 | OWO | Distribution of nets from Distribution Hubs to 68,204 households in the LGA. Maximum of 4 bales distributed per day. | 3,789 |  |  |
|  | TOTAL |  | 58,868 |  |  |
|  |  |  |  |  |  |

1. Will other complementary services, such as after sales support, be provided cost free? If yes, please state them.

**Section 3 - Declaration by the Bidder:**

We, the Bidder, hereby confirm compliance with:

* Malaria Consortium Terms and Conditions of Purchase
* Malaria Consortium’s Anti-Fraud and Anti-Corruption policy
* Malaria Consortium’s Anti-Bribery Policy
* Malaria Consortium’s Safeguarding Policy

*Note: The terms and conditions and policies can be found at the end of the RFP document.*

|  |
| --- |
| We also confirm that Malaria Consortium may in its consideration of our offer, and subsequently, rely on the information provided in this document.  I (Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Title) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  am authorized to represent the above-detailed company and to enter into business commitments on its behalf.  Company ……………………………………………………………………...  Date …………………………………………………………………….. |