



Request for Quotations (RFQ)

RFQ Number: **PSM-OPS-1713**

Issuance Date: **02/11/2021**

Deadline for Offers: **03/05/2021 at 4: 00 PM**

Description: **Purchase and installation of cooling equipment for a cold room**

For:
Global Health Supply Chain Program – Procurement Supply Management
(GHSC-PSM) Project

Funded By: United States Agency for International Development (USAID),
Contract No. AID-OAA-I-15-00004; Task Oder No. AID-OAA-TO-15-00007,
AID-OAA-TO-15-000010; AID-OAA-TO-16-00018

Implemented By: Chemonics Foundation Haiti

Point of Contact: PSMHaitiAchat@ghsc-psm.org

***** ETHICAL AND BUSINESS CONDUCT REQUIREMENTS *****

Chemonics is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical merit. Chemonics expects suppliers to comply with our Standards of Business Conduct, available at <http://www.chemonics.com/OurStory/OurMissionAndValues/Standards-of-Business-Conduct/Pages/default.aspx>.

Chemonics does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to both USAID and the Office of the Inspector General.

Employees and agents of Chemonics are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to USAID and the Office of the Inspector General. In addition, Chemonics will inform USAID and the Office of the Inspector General of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value, or compensation to obtain business.

Offerors responding to this RFQ must include the following as part of the proposal submission:

- Disclose any close, familial, or financial relationships with Chemonics or project staff. For example, if an offeror's cousin is employed by the project, the offeror must state this.
- Disclose any family or financial relationship with other offerors submitting proposals. For example, if the offeror's father owns a company that is submitting another proposal, the offeror must state this.
- Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- Certify understanding and agreement to Chemonics' prohibitions against fraud, bribery and kickbacks.

Please contact **Dr. Florence Duperval Guillaume** at FDGuillaume@ghsc-psm.org with any questions or concerns regarding the above information or to report any potential violations. Potential violations may also be reported directly to Chemonics' Washington office through the contact information listed on the website found at the hyperlink above.

Section 1: Instructions to Offerors

1. Introduction:

The purpose of the Global Health Supply Chain - Procurement and Supply Management (GHSC-PSM) single award IDIQ contract is to ensure uninterrupted supplies of health commodities to prevent suffering, save lives, and create a brighter future for families around the world. In support of the President's Emergency Plan for AIDS Relief (PEPFAR) and USAID's population and reproductive health maternal and health programs, we are providing health commodity procurement services and systems strengthening technical assistance that encompass all elements of a comprehensive supply chain. As part of project activities, Chemonics, as the Prime Recipient of the GHSC-PSM award, plans to purchase and install cooling equipment for a cold room at our warehouse located at Airport Industrial Parc, Fleuriot # 118, Port-au-Prince, Haiti.

The purpose of this RFQ is to solicit quotations for the purchase and installation of cooling equipment to improve the performance of a cold room to ensure the reliable cold storage of temperature sensitive pharmaceuticals. The equipment must meet the following operational requirements:

- Maintain the inside temperature between 2°C - 8°C,
- Operating set point at 5°C ± 2°C; and 70%-90% relative humidity

Offerors are responsible for ensuring that their offers are received by Chemonics in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere to the instructions described in this RFQ may lead to disqualification of an offer from consideration.

2. **Offer Deadline and Protocol:** Offers must be received no later than **4:00PM** local Eastern time on **March 5th, 2021** by email only to **PSMHaitiAchat@ghsc-psm.org**. Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will be considered only at the discretion of Chemonics.
3. **Questions:** Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than **4:00 pm** local Eastern time on **February 25th, 2021** by email to **PSMHaitiAchat@ghsc-psm.org**. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification—and the responses thereto—that Chemonics believes may be of interest to other offerors will be circulated to all RFQ recipients who have indicated an interest in bidding.

Only the written answers issued by Chemonics will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal information received from employees of Chemonics or any other entity should not be considered as an official response to any questions regarding this RFQ.

4. **Specifications:** Section 3 contains the technical specifications of the required items. All commodities offered in response to this RFQ must be new and unused. In addition, all electrical commodities must operate under **208/230 V; 60 Hz with lighting circuits under 110/220 V; 60Hz**.

5. Scope of Work:

The work to be carried out by a firm specializing in the field will consist of providing all the tools, materials, supplies and know-how necessary for the installation of the cooling equipment's.
Please see in Annex 1 the full Scope of Work.

6. **Quotations:** Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery and all other costs. Prices may be presented in **Haitian Gourdes** or in **USD**. Offers must remain valid for at minimum **thirty (30) calendar days** after the offer deadline. Offerors are requested to provide quotations on their official quotation format or letterhead; in the event this is not possible, offerors may complete the table in Section 3.

In addition, offerors responding to this RFQ are requested to submit a copy of their official registration or business license.

7. **Delivery:** The delivery location for the cooling equipment and the installation service described in this RFQ is **Airport Industrial Park, Fleuriot Warehouse # 118**. As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the delivery timeframe (after receipt of order). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.
8. **Source/Nationality/Manufacture:** All goods and services offered in response to this RFQ or supplied under any resulting award must meet **USAID Geographic Code 935** in accordance with the United States Code of Federal Regulations (CFR), [22 CFR §228](#). The cooperating country for this RFQ is Haiti.

Offerors may **not** offer or supply any commodities or services that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: **Burma (Myanmar), Cuba, Iran, North Korea, Sudan, Syria**.

9. **Warranty:** Warranty service and repair within the cooperating country is required for all commodities under this RFQ. The warranty coverage must be valid on all commodities for a minimum of **twenty-four (24) months** after delivery and installation.
10. **Free and Exempt:** The USAID funded project under which this procurement is financed does not permit the financing of any taxes, VAT, tariffs, duties, or other levies imposed by any laws in effect in the Cooperating Country, and, in accordance with the bilateral agreement between the Government of the United States and the Government of Haiti, Chemonics will submit the subsequent subcontract for exemption by the Cooperating Country government. Therefore, Offerors based in Haiti are requested to submit quotations with any taxes, VAT, tariffs, duties, or other levies imposed by the laws in effect in the Cooperating Country(ies) clearly identified separately from the offered price. Offerors based outside of Haiti are requested to submit quotations without any taxes, VAT, tariffs, customs duties or other levies imposed by the laws in effect in the Cooperating Country of Haiti. If the selected offeror is based out of Haiti and/or product must be shipped to Haiti, guidance will be provided for the appropriate customs clearance of the items.

Any resultant subcontract shall be priced as free and exempt from any taxes, VAT, tariffs, duties, or other levies imposed by the laws in effect in the Cooperating Country(ies). The Subcontractor shall not charge any host country taxes, VAT, tariffs, duties, levies, etc. from which this USAID program is exempt. In the event that any exempt charges are paid by the Subcontractor, they will not be reimbursed to the Subcontractor by Chemonics unless approved in advance in writing by

Chemonics. The Subcontractor shall immediately notify Chemonics if any such exempt taxes are assessed against the Subcontractor or its subcontractors/Subcontractors at any tier.

The Subcontractor is responsible for payment of all applicable taxes, as prescribed under the applicable laws, associated with wages/salaries/compensation for services rendered by individuals employed by the Subcontractor and who are directed to work as required under this Subcontract. The Subcontractor is liable for payment of all applicable taxes associated with revenues (profit), and other such taxes, fees, or dues for which the Subcontractor is normally responsible as a result of operating its business.

11. **Eligibility:** By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the U.S. Government. Chemonics will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.

12. **Evaluation and Award:** Offers will be evaluated and awarded as follows:

12.a. The award for the equipment will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, meets or exceeds the minimum required technical specifications and is judged to be the best value based on a lowest-price technically-acceptable approach.

12.b. The award for the installation of the cooling equipment will be made, based on a trade-off approach, to offeror providing the best value based on application of the following evaluation criteria:

- *Technical* – 25 points: Responsiveness to the Scope of Work and technical requirements.
- *Corporate Capabilities*: 20 points: Experience of the company relevant to the project’s Scope of Work.
- *Personnel Qualifications* – 20 points: Do the proposed team members have necessary experience and capabilities to carry out the Scope of Work?
- *Past Performance* – 15 points: Offerors must include 3 past performance references of similar work (under contracts or subcontracts) previously implemented as well as contact information for the companies for which such work was completed. Contact information must include at a minimum: name of point of contact who can speak to the offeror’s performance, name and address of the company for which the work was performed, and email and phone number of the point of contact.
- *Delivery time* – 20 points: As timeline is important for the successful completion of this project, additional consideration will be given to offers that meet the minimum required technical specifications and provide the shortest delivery timeline.

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed “non-responsive” and thereby disqualified from consideration. Chemonics reserves the right to waive immaterial deficiencies at its discretion.

Best-offer quotations are requested. It is anticipated that award will be made solely on the basis of these original quotations. However, Chemonics reserves the right to conduct any of the following:

- Chemonics may conduct negotiations with and/or request clarifications from any offeror prior to award.

- While preference will be given to offerors who can address the full technical requirements of this RFQ, Chemonics may issue partial awards for the procurement only of the cooling equipment and the future installation of the procured cooling equipment, or split the award among various suppliers, if in the best interest of the GHSC-PSM Project.
- Chemonics may cancel this RFQ at any time.

Please note that in submitting a response to this RFQ, the offeror understands that USAID is not a party to this solicitation and the offeror agrees that any protest hereunder must be presented—in writing with full explanations—to the GHSC-PSM Project for consideration, as USAID will not consider protests regarding procurements carried out by implementing partners. Chemonics, at its sole discretion, will make a final decision on the protest for this procurement.

13. **Terms and Conditions:** This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate Chemonics, the GHSC-PSM Project, or USAID to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer.

This solicitation is subject to Chemonics' standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request. Please note the following terms and conditions will apply:

- (a) Chemonics' standard payment terms are net 30 days after receipt and acceptance of any commodities or deliverables. Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
- (b) Any award resulting from this RFQ will be firm fixed price, in the form of a purchase order.
- (c) No commodities or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: **Burma (Myanmar), Cuba, Iran, North Korea, Sudan, Syria.**
- (d) **Any international air or ocean transportation or shipping carried out under any award resulting from this RFQ must take place on U.S.-flag carriers/vessels.**
- (e) United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.
- (f) The title to any goods supplied under any award resulting from this RFQ shall pass to Chemonics following delivery and acceptance of the goods by Chemonics. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to Chemonics.

14. **Environmental Compliance:** USAID-funded and Chemonics/GHSC-PSM managed activities are required to comply with national and donor funding environmental requirements. The selected offeror will be responsible for preparing a country-specific activity based Environmental, Health and Safety Compliance Plans (EHSCP), EHSCP amendments, and other environmental documents for the installation of this cold room.

The selected offeror shall submit an Environmental Health and Safety Compliance Plan (EHSCP) that includes the appropriate environmental and contractual mitigation and monitoring measures based on the GHSC-PSM Environmental Mitigation and Monitoring Plan (EMMP) and GHSC-PSM Waste Management Plan for the activity to Chemonics/GHSC-PSM after signature of the activity's contract(s) and prior to implementing of the country level activity.

Section 2: Offer Checklist

To assist offerors in preparation of proposals, the following checklist summarizes the documentation to include with an offer in response to this RFQ:

- Cover letter, signed by an authorized representative of the offeror (see Section 4 for template)
- Technical proposal including a detailed description of the items and/or the services to be offered (with 3 References of Past Performance)
- Official quotation, including specifications of offered materials and schedule of delivery (see section 3 for example format)
- Copy of offeror’s registration or business license (see 1.5 for more details)
- The CV of proposed technicians with references

Section 3: Specifications and Technical Requirements

The two tables below contain the technical requirements of the commodities/services. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format. In the event this is not possible, offerors may complete this Section 3 and submit a signed/stamped version to Chemonics.

Table 1 – Cooling Equipment

Line Item	Description and Specifications	Qty	Unit Price	Total Price
1	COMPONENTS			
1.1	Evaporator	2		
	<ul style="list-style-type: none"> • 12,500 - BTUH capacity for one evaporator @ 10°F • 4 fans by evaporators • R404A refrigerant • 3140 motor fan CFM; 2 Amps/1PH • Heavy Duty 12” aluminum Fan • 208-230V/ 1PH/60 HZ • Coils • UL and cUL listed, NSF Approved Coil; copper high efficiency 3/8” enhanced copper tubes 4 FPI. Nominal Pipe Sizing 3/8” • Suggested/reference brand/model – WITT/WL4E125DDA 			
1.2	Dehumidifier	1		

	<ul style="list-style-type: none"> Industrial type 8 Amps / 1800 W / 230 V 72 pint/day or higher capacity Suggested/reference brand/model – <i>EBAC/ Dehumidifier Dd400</i> 			
1.3	Compressor	2		
	<ul style="list-style-type: none"> Suction Connection 3/4" Discharge Connection 1/2" Voltage @HZ 230V @ 60Hz Capacity Range (BTU)14,100 Btu Refrigeration Type R404A Cooling Efficiency Upt to 9.5 Application Medium Temperature, High Temperature Overload Internal Cooling Efficiency (EER)UP TO 9.5 Suggested/reference brand/model – <i>Copeland/CS14K6E-PFV-945</i> 			
1.4	Thermostat	1		
	<ul style="list-style-type: none"> Touch screen, capable of controlling temperatures and humidity, capable of loop configuration and runtimes to manage the redundant system. LAN capable: Web Server/Email/SMS Text on Alarm, Remote Access from any OS via VNC & more Data logging and alarms management 			
	Subtotal :			
	Shipping/Delivery Costs :			
	Other Costs (Describe: _____):			
	GRAND TOTAL FOR COMPONENTS :			

Table 2 – Installation

Installation of the cooling equipment shall comply with a redundant system, using two full sets of new independent cooling systems including: evaporating fans, evaporating coils, compressor, condensing drains, pipes and electrical connections, with R404 A type refrigerant, all governed by an electronic thermostat. All copper pipes and all electrical wiring shall be completely new. The cold room structure will remain unchanged, however the joints must be resealed and tightened.

2	LABOR - INSTALLATION	Qty	Unit Price	Total Price
2.1	Installation Costs (including preparation of environmental compliance documentation per item 13 of Section 1)			
2.2	Materials for installation (Electrical wiring, Cooling pipelines etc.)			
	Other Costs (Describe: _____):			
	GRAND TOTAL FOR INSTALLATION			

Please refer to components section in Annex 1 for the labor and specifications of equipment to be mounted inside the cold room.

Section 4: Offer Cover Letter

The following cover letter must be placed on letterhead and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:

To: Chemonics Foundation Haiti
GHSC-PSM
Airport Industrial Park, Fleuriot Warehouse # 118

Reference: RFQ No. PSM-OPS 1713

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer to perform all work required to complete the activities and requirements as described in the above-referenced RFQ. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFQ. We further certify that the below-named firm—as well as the firm’s principal officers and all commodities and services offered in response to this RFQ—are eligible to participate in this procurement under the terms of this solicitation and under USAID regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

- We have no close, familial, or financial relationships with any Chemonics or GHSC-PSM project staff members.
- We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced RFQ; and
- The prices in our offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- All information in our proposal and all supporting documentation is authentic and accurate.
- We understand and agree to Chemonics’ prohibitions against fraud, bribery, and kickbacks.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

Authorized Signature: _____

Name and Title of Signatory: _____

Date: _____

Company Name: _____

Company Address: _____

Company Telephone and Website: _____

Company Registration or Taxpayer ID Number: _____

Company DUNS Number: _____

Does the company have an active bank account (Yes/No)? _____

Official name associated with bank account (for payment): _____

Annex 1:

Scope of Work

The work must focus on the controls and cooling equipment of the Cold Room, the condensing units, compressors, as well as the electrical accessories and wiring, and pipelines. The structure of walls panels, floor panels, ceiling panels, doors and its accessories will remain as it is.

The Cold Room must meet the following operation requirement: maintain the inside temperature between 2°C - 8°C, operating set point at 5°C \pm 2°C; and 70%-90% relative humidity.

Installation of the cooling equipment shall comply with a redundant system, using two full sets of new independent cooling systems including: evaporating fans, evaporating coils, compressor, condensing drains, pipes and electrical connections, with R404 A type refrigerant, all governed by an electronic thermostat. All copper pipes and all electrical wiring shall be completely new. The cold room structure will remain unchanged, however the joints must be resealed and tightened.

Disassembly work description

- Shutdown the cooling system
- Pumping the cooling system
- Dissolving the copper tubes
- Turnoff main power feeding the system
- Taking down the evaporators and accessories
- Remove the compressors and accessories
- Removing the dehumidifier and accessories
- Removing control system devices and associated wires
- Remove all cooling (copper tubes) pipeline
- Remove all electrical wiring and connections

Assembly work description

- Reseal and tighten the cold room panel joints: wall, floor, roof and door
- Install evaporators, compressors and dehumidifier and all corresponding accessories
- Install and connect drainpipes to the evaporators
- Install and connect copper tubes from evaporators to compressors; this must be covered with tube sleeves to avoid oxidations
- Install and connect all electrical wires from main power feed; each set of cooling systems shall have an independent power supply
- Fill and charge the R404 A refrigerant; validate and check that there are no leaks in the system
- Install and connect all controlling wires, evaporators, compressors, valve to the electrical panel according to the wire diagram
- Install and connect electronic thermostat and all corresponding sensors and accessories

- Calibrate and setup the electronic thermostat; the system must alternate each cooling system independently based on the defined work schedule to guarantee redundancy for the cold room
- Validate the temperature set point and operation of Cold Room; this shall be agreed with Chemonics to use the existing thermometers

List of Components

- **Evaporator**
 - Quantity – 2 units
 - 12,500 - BTUH capacity for one evaporator @ 10°F
 - 4 fans by evaporators
 - R404A refrigerant
 - 3140 motor fan CFM; 2 Amps/1PH
 - Heavy Duty 12” aluminum Fan
 - 208-230V/ 1PH/60 HZ
 - Coils
 - UL and cUL listed, NSF Approved Coil; copper high efficiency 3/8” enhanced copper tubes 4 FPI. Nominal Pipe Sizing 3/8”
 - Suggested/reference brand/model – *WITT/WL4E125DDA*
- **Dehumidifier**
 - Quantity – 1 unit
 - Industrial type
 - 8 Amps / 1800 W / 230 V
 - 72 pint/day or higher capacity
 - Suggested/reference brand/model – *EBAC/ Dehumidifier Dd400*
- **Compressor**
 - Quantity – 2 units
 - Suction Connection 3/4"
 - Discharge Connection 1/2"
 - Voltage@HZ 230V @ 60Hz Capacity
 - Range (BTU)14,100 Btu
 - Refrigeration Type R404A
 - Cooling Efficiency Upt to 9.5
 - Application Medium Temperature, High Temperature
 - Overload Internal Cooling Efficiency (EER)UP TO 9.5
 - Suggested/reference brand/model – *Copeland/CS14K6E-PFV-945*

- **Thermostat**
 - Quantity – 1 unit
 - Touch screen, capable of controlling temperatures and humidity, capable of loop configuration and runtimes to manage the redundant system.
 - LAN capable: Web Server/Email/SMS Text on Alarm, Remote Access from any OS via VNC & more
 - Data logging and alarms management
- **Electrical wiring**
 - To comply with capacity needed for the requested equipment
- **Cooling pipelines**
 - To comply with capacity needed for the requested equipment