



To Prospective Bidders	DATE: Thursday, 28 June 2018
	RFQ REFERENCE: RFQ/icddr,b/OTM/20/2018/ NS-18-1202 & NS-18-1203 for Procurement of 1800 unit Android phone and 1800 unit Feature Phone

Dear Sir / Madam:

We kindly request you to submit your quotation for supply of 1800 unit Android phone and 1800 unit Feature Phone with preloaded operating system and after sales support. While preparing your quotation, please be guided by the terms and conditions of this RFQ and quotation shall be submitted in accordance with the enclosed annexure.

The Bid process will be conducted through a TWO-envelope system. Interested Bidders are requested to submit their Technical Bid separately from their Financial Bid containing price information. Bidders are requested to carefully read the following sections of RFP document where detailed instructions of the submission process are provided.

Sealed bid must be submitted on or before **5th of July 2018, COB**. Bid shall be addressed to:

Director, Supply Chain Management
icddr,b
68 Shaheed Tajuddin Ahmed Sarani,
Mohakhali, Dhaka-1212, Bangladesh.

It is the Bidder's responsibility to assure compliance with the submission process. If the documentation or emails are not marked and submitted as per the instructions, icddr,b will neither assume responsibility for the bid's misplacement or premature opening nor guarantee the confidentiality of the Bid process. Incorrect submissions might result in bid being declared invalid.

Any questions relating to the Bid process and/or to the attached documents shall be sent to: Sr. Manager, SCM at supplychain@icddr.org within **1st July 2018**; responses will be given by **2nd July 2018** in Pre-Bid session on 2:45PM at icddr,b if anything to clarify.

All documentation relating to the bid must be received by icddr,b no later than **5th July 2018 COB (GMT6+)** in Chiller Building, icddr,b, Mohakhali, Dhaka. icddr,b will not accept bids after the closing deadline and as such no late bids will be accepted or recorded. **Combined technical and financial bid will be rejected.** Bid Opening session shall not be a "Public Opening".



Bid document will be available in the icddr,b website. Interested participants are requested to drop an email to supplychain@icddr.org to show their interest in the bid by 1st July 2018. The responses for the received query will be circulated via email to all interested participants.

icddr,b looks forward to receiving your Bid and thank you in advance for your interest in icddr,b procurement opportunities. This letter is not to be construed in any way as an offer to contract with your company/institution.

Thanking you.

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Qayyum Khan Mahbub
Sr. Manager, Procurement
SCM

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General Terms and Conditions

Overview:

Maternal and Child Health Division of icddr,b is going to implement a study titled "A community based cluster randomized controlled trial to determine the effectiveness of unconditional Cash transfers and mobile behaviour change communications to reduce child under nutrition in one district of Bangladesh".

The study will be implemented in some Upazilas of Jamalpur District which is one of the least developed districts with high burden of poverty and under nutrition. In the intervention arm the participant will receive two nutrition related BCC message via an in built app in their mobile. Apart from that there will be bi-weekly counselling from the call centre. All of them will also receive a specific amount of cash every month via mobile based money transfer system throughout the intervention period. For this we will provide a smart-phone with active connection to all enrolled mother in the intervention arm. And in the comparison arm the participant will receive regular health services provided by Government and other NGOs. We will provide basic mobile phones to all the participants of this arm to balance out any non-specific beneficial effects from the family having a mobile phone. Both groups will be followed up from pregnancy of mother to 24 months of the child.

We aim that, our intervention of mobile based nutrition BCC and unconditional cash transfer will reduce the prevalence of child stunting through improved knowledge and better access to resources compared with usual programs in a food insecure population.

Would saying above we would like to request you to offer us rock bottom price for the items as per specification enclosed herewith as Annexure-1.

Terms and Conditions:

1. Offer shall be address to the Director, SC&FM.
2. Price basis: Local delivery to icddr,b Central Warehouse
3. Mode of payment: "30 days net" after successful receive. No pre-payment request has been accepted.
4. Payment method: BEFTN
5. Offer validity: All Quotations shall be irrevocable and remain open for a minimum of 60 days after the Closing Time, whether or not another Quotation has been accepted. Awarded Bidder shall be required to adhere to the pricing stated on the proposal/quotation.
6. Shipment/Delivery: Devices shall be delivered within 7 (days) from issuing the confirmed Purchase Order.
7. Warranty: 2 (Two) years for service and spare parts.

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8. Warranty service: 2 (Two) year service & spare contract.
9. Country of origin: any country except Israil.
10. Product catalogue/brochure/specification to be submitted with the offer
11. Manufacturer Authorization Form (MAF) / Distributorship (National) shall be submitted with the bid
12. Offer must be described Shipper's/Supplier's Name, Address and Bank details.
13. Necessary legal documents include but not limited to Certificate of incorporation, Licenses, Registration of the bidding firms and manufacturer's authorization and/or their local distributorship certificate shall be produced with price offer.
14. Quoted device shall be compatible to use Bangla font.
15. The Bid offer shall be submitted in Two-Envelope. The Technical offer shall be separate from their financial offer. Combined technical and financial bid will be rejected.
16. Sample device (returnable) shall be submitted to Supply Chain Office (Chillier Building 1st floor, icddrb) on the same date of bid submission for performance testing and evaluation.

Selection:

In the evaluation process cost will be an important factor, but not be a sole determining factor. Unusual low quotes that are obviously out of line with other bidders or are significantly lower than market standard will raise concern. The lowest bid will not automatically be awarded preferential consideration.

The following criteria, shown in below table form the basis upon which evaluation of the offers will be made:

SL #	Parameters	Weight
01	Hardware user experience/Hardware specification	40
02	Software user experience (App compatibility & operation fluidness)	30
03	Device build quality	15
04	Device benchmarking through stress (using benchmarking tool)	10
05	Service Available service point with 60Km within project area	05
	Total	100

***Pass mark for technical Evaluation is 85%. Only technically qualified bidders will be eligible for financial evaluation.

Failure to respond any requirements as outlined in the RFQ, or failure to enclose copies of the required documents may disqualify the bid.



Engagement of successful bidder through a contract is an integral part of this procurement process. Order will be placed to the successful bidder followed by establishing contract. The order and this RFQ terms & conditions will be treated as contract until formal contract signed by the both parties.

Disclaimer

The purpose of this RFQ document is to provide Bidder with information to assist the formulation of their proposals. This RFQ document does not claim to contain all the information each Bidder may require. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFQ document and where necessary obtain independent advice. The Bidder is expected to examine all instructions, forms, terms and conditions and technical specifications in the Bidding document. Submission of a bid not responsive to the Bidding Document in every respect will be at the Bidders risk and may result in the rejection of its bid without any further reference to the bidder

icddr,b makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFQ document. icddr,b may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFQ document.

The Bidder acknowledges that failure to respond to any requirements outlined in the RFQ, or failure to enclose copies of the required documents, may disqualify the bid.

This Request for Quotation (RFQ) is not an offer rather an invitation to the bidders to submit their quotation following the information and guideline described herein.

Amendment of RFQ

The quantities and the requirements stated in the RFQ are subject to amendment. icddr,b at its sole discretion at any time prior to the deadline for submission of bids for any reason, whether at its own initiative or in response to a clarification requested by a Bidder, may amend this RFQ. All amendments shall be binding upon the prospective bidders and any bids submitted by bidder after the amendment of this RFQ shall be considered under the terms and conditions of such amendment.

Right of Negotiation

icddr,b shall have the sole right to negotiate any terms and conditions stated in this RFQ or in the proposed quotation with the competitive bidders before awarding the final contract.

Confidentiality

The terms and conditions of this RFQ, the information provided by icddr,b herein, are to be treated by Bidder as strictly confidential and proprietary. Such materials are to be used solely for the purpose of

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responding to this request. Access of such information shall not be granted to third parties except upon prior consent of icddr,b.

Performance Security:

Successful awarded bidder has to be deposited performance security at a rate of 3% of order value only in favour of "icddr,b" through Pay Order/Bank Guarantee within 7 (seven) working days of acceptance of the order confirmation. Bank Guarantee submitted as performance security shall be required to be valid until a date twenty-eight (28) days beyond the date of completion of the Supplier's performance obligations under **the Contract, including any warranty obligations.**

Indemnity

Bidder waives any right to claim damages of any nature whatsoever based on the selection process, final selection, and any communications associated with the selection. icddr,b reserves the right to award the Contract to the Bidder(s) whose proposal is deemed to be the most advantageous in meeting the specifications of the RFQ. In addition, icddr,b reserves the right to add or waive any requirements contained in this RFQ at its sole discretion with regard to quotations submitted.

The decision of the icddr,b award of Contract shall be final and binding on all the Bidders. icddr,b shall be at liberty to cancel or amend this RFQ at any time, before ordering, without assigning any reason.



Bidder shall submit financial offer fulfilling above requirements and ensure relevant/required documents enclosed along with the offer. This RFQ and following annexure are binding part of this procurement. Authorized signatory of the bidder shall have to sign all documents including this RFQ.

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Annexure:

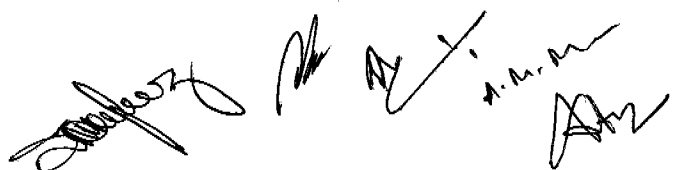
Annexure-1	Specifications	 Specification_Annex-1.docx
Annexure-2	Price schedule	 Annex-2_Price Schedule.xlsx

Signature of Bidder:

Full Name of Bidder:

Name of Firm/Company:

Address:



Technical Specification Requirement Android Smart Phone:

Mobile Phone Specification:	Requirement
OS	Android version 7.0 or above
Processor:	1.1 GHz Quad-Core (Min.) (OEM name shall be mentioned)
Display	Min 4.5" IPS LCD capacitive (screen ratio 60% min)
Chipset	Snapdragon/ Mediatek
GPU	Adreno/ Mali
Screen	FWVGA/ TFT Display
Camera:	3 MP rear camera (min)
RAM:	1 GB RAM (min)
ROM:	8 GB ROM (Expandable upto 128 GB)
SIM:	Dual SIM
Battery:	2150 mAh Li-ion (Min.)
Multimedia:	MP3, MP4, FM
Connectivity:	4G, 3G, Wi-Fi, Bluetooth
warranty:	02 Years Standard warranty

Technical Specification Requirement Feature Phone:

Specification	Requirement
Internal Memory:	32 MB RAM
Display:	Min 2.4" TFT 65 colors
Camera:	Min 2 MP
Expandable Memory:	Up to 32 GB
SIM:	Dual SIM (Regular)
Battery:	Removable 1000-3000 mAh Li-ion
Multimedia:	MP3, MP4, Recording
Connectivity:	Bluetooth
Data Service:	GPRS
Others:	Stereo FM Radio with RDS, FM recording, Torch option
Warranty:	02 years standard warranty

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Annexure-2

Price Schedule of Mobile Phone

RFQ REFERENCE: RFQ/icddr,b/OTM/20/2018

Date: 29th June 2018

SL #	Detail Description	UOM	Quantity	Unit Price	Unit Price in words	Total Price
	Input Device Brand Name & Model Delivery to icddr,b Central Warehouse Input detail specification (as per annexure-1 format)					
1	Android Smart Phone	Each	1800			-
2	Feature Phone	Each	1800			-
	Total in words:					-

Currency: BDT

Price for Spares change (For Two Years Warranty Period):

Name of Spares :	UOM	Unit Price	Unit Price in words
Mobile Screen replacement :	Each		
Motherboard change	Each		
Sub Board (Charging Point) Change:	Each		
Battery replacement	Each		
Charger Placement	Each		
Ear Piece for voice out	Each		

Name :
Company Seal & Signature :

(Handwritten signatures and stamps)