



## REQUEST FOR TENDER: SOYBEAN

**Date:** March 2021

### Request for supply of soybean

Africa Improved Foods Rwanda Ltd (AIF) is actively looking for soybean suppliers who can supply at least 6,000 MT in the period from April 2021 to November 2021

### Background

Africa Improved Foods Rwanda Limited (AIF) is a producer of specialized nutritious foods. Our shareholders include Royal DSM, the International Finance Corporation (IFC), Dutch Development Bank (FMO) and the British Development Bank (CDC). At our site in Kigali, Rwanda we produce more than 45,000 tons of specialized food per year. Our customers include the World Food Program, Government of Rwanda, International Red Cross and others. Our consumer product range includes the Nootri range.

### Supply Requirements

#### Technical Specifications

All soybean must comply with the below technical specification:

<b>Material Characteristics</b>	<b>Limits</b>
Moisture	12% max
Crude protein	34% min
Total defective grains	3% max
Foreign matter	2% max
Inorganic matter	0.3% max
Broken kernels	2.5% max
Pest damaged grains	0.8% max
Rotten and diseased grains	0.5% max
Heat damaged grains	0.2% max
Other edible grains	0.2% max
Immature and shriveled grains	0.2% max
Contrasting color	3% max
Filth	0.1% max
Aflatoxin	5ppb max
Toxic seed	0 seed/kg

#### Quantities

AIF is seeking to purchase the following quantities:

<b>Month</b>	<b>Metric Tons (MT)</b>
April 2021	500 – 1000 MT
May 2021	500 – 1000 MT
June 2021	500 – 1000 MT
July 2021	500 – 1000 MT
August 2021	500 – 1000 MT
September 2021	500 – 1000 MT
October 2021	500 – 1000 MT

November 2021	500 – 1000 MT
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We accept partial and multiple deliveries, but each delivered load must be at least 25MT. Bidders are not required to deliver across all the months.

Final delivery figures shall be agreed upon in a final purchase order or contract

### Bidding Instructions

- Contact details: requests for clarification and bids must be submitted in writing only to: [AIF.Purchases@africaimprovedfoods.com](mailto:AIF.Purchases@africaimprovedfoods.com)
- Language: only bids submitted in English, French, Kinyarwanda and Kiswahili will be accepted
- Currency: All bids must be in US dollars
- Deadlines (submissions received after these dates will not be considered):
  - Questions/requests for clarification must be submitted by 5pm on 18 March 2021
  - Final bids must be submitted before 5pm on 25 March 2021
- Awarding of contract: The most competitive bids will be shortlisted and the respective suppliers will be invited to defend their proposals. Unsuccessful bidders will be informed of the outcome independently.

### Bid documents

Your bid must include the following documents:

1. Completed bid form (see attached excel)
2. Specifications of the soybean you intend to offer
3. Company Certificate of Incorporation or Registration
4. Two recommendation letters from previous customers referring to the successful delivery of soybean or similar oilseeds/grains
5. Proof of handling of previous contracts worth at least USD 50,000
6. A document proving company turnover (full financial statements not required)
7. Valid tax certificate from relevant local authority (not older than 6 months from the submission of this tender) demonstrating you comply with your tax obligations
8. If available: proof of quality management systems (e.g. ISO certificates)

Please note the bid documents should not exceed 20 mb in size to avoid rejection by our email server. If the size of the documents exceeds 5mb separate emails can be sent.

### Quality Inspection and Acceptance

- Each consignment will have to be supported with the following documents:
  - Commercial Invoice
  - Certificate of Analysis from an AIF-approved laboratory
  - Packing List
  - Certificate of Origin (dependent on the country of origin)
  - Phytosanitary Certificate (dependent on the country of origin)
  - Non-GMO Certificate required for all imported grains outside East African Community (EAC)
  - Additional documents may be required depending on the country of loading

- AIF will not accept ownerships of the goods unless the Certificate of Analysis has been approved in writing.
- AIF has the right to reject the soybean if it is found not to meet the required specifications.
- The supplier will allow an AIF team to collect samples at their premises

### Bid Evaluation Criteria

Bids will be evaluated as follows:

Item	Description	Decision
Technical Specifications	The bidder demonstrates the ability to meet the required technical specifications	Pass/Fail
Price	The price offered by the bidder is competitive versus the other offers	Competitive/Non-competitive
Payment terms	The bidder offers payment terms of at least 30 days or more. Offers with payment terms of 60 days or more will be favored.	Competitive/Non-competitive
Supporting documents	The bidder has provided the correct supporting documents – i.e. registration certificate, tax certificate, 2 recommendation letters and proof of handling contracts worth at least USD50,000	Pass/Fail
Delivery Schedule	Bidders are not required to deliver soybean in all requested months but bids offering a stable supply across multiple months will be favored	Competitive/Non-competitive

### Terms and Conditions

- Bids should be valid for at least 21 days from the final submission deadline.
- All bids will be treated strictly confidentially.
- All suppliers are expected to adhere to the AIF Supplier Code of Conduct that can be found at the following [link](#)
- The tender award is non-exclusive. AIF reserves the right to award quantities to multiple suppliers.
- AIF reserves the right to cancel the tender.
- AIF is not liable to disclose an explanation related to the outcome of the tender.
- Payment terms are negotiable but should not be shorter than 30 days. AIF can link suppliers to an invoice discounting facility if needed.
- Bagging format should not be smaller than 50kg. Bulk shipments are accepted.
- AIF may ask suppliers to provide a bank performance guarantee before signing the contract.
- AIF reserves the right to ask suppliers of proof of financial capabilities (e.g. audited financial statements).