

REQUEST FOR TENDER: FREIGHT – ROAD TRANSPORT

COMPANY: AFRICA IMPROVED FOODS RWANDA LTD

INVITATION DATE: 10-Mar-21

PURPOSE OF TENDER: TO SELECT AND HIRE A COMPANY THAT WILL PROVIDE FREIGHT/ ROAD TRANSPORT SERVICES TO AIF FROM REQUESTED LOCATIONS TO KIGALI RWANDA

DEADLINE FOR SUBMISSION: 25-Mar-21

PERIOD OF SERVICES: May 2021 – Nov 2021 (6 months renewable)

REQUEST FOR SUPPLY OF ROAD FREIGHT

Africa Improved Foods Rwanda Ltd (AIF) is actively looking for transport service providers who can supply transport services for the following routes:

Route	Est. # of containers/trucks per year
Port of Dar es Salaam, Tanzania to Kigali, Rwanda	+/- 385
Port of Mombasa, Kenya to Kigali, Rwanda	+/- 30
Lilongwe, Malawi to Kigali, Rwanda	+/- 90
Nairobi, Kenya to Kigali, Rwanda	+/- 170

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) and Govt of Rwanda.

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 commercial consumer product includes the Nootri range.

SCOPE OF WORK

- Provision of road transport which includes but is not limited to providing and managing trucks with drivers and GPS tracking systems from the requested locations to Kigali, Rwanda.
- Port clearing services
- Rwanda local border clearing services (optional)
- Key routes: see above table and attached bid form.

Supply Requirements

All bids must comply with the below requirements:

- Trucks should ideally be containerized/closed, not open.
- For some cargo (e.g. maize or soybean) AIF will allow open flatbed trucks. Permission to use open flatbeds should always be sought from AIF beforehand. Open flatbeds must have straps, belts for tying the load, tarpaulins to fully cover the cargo.
- Trucks must be properly insured. AIF reserves the right to request the insurance coverage details.
- Sub-contracting is allowed but AIF reserves the right to reject sub-contractors.

Bidding Instructions

- Contact details: requests for clarification and bids must be submitted in writing only to: 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 17 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. Company Certificate of Incorporation or Chamber of Commerce registration proof
3. Two recommendation letters from previous customers referring to the successful provision of transport services
4. Proof of handling of previous contracts worth at least USD 50,000
5. A document proving company turnover (full financial statements not required)
6. 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
7. If available – Company profile

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 20mb separate emails can be sent.

Bid Evaluation Criteria

Bids will be evaluated as follows:

Technical Specifications	The bidder demonstrates the ability to meet the requirements	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

Terms and Conditions

- Bids should be valid for at least 30 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.
- AIF reserves the right to ask suppliers of proof of financial capabilities (e.g. audited financial statements).
- Upon successful award of tender, the company should be able to provide copies of original documents for trucks and trailers and copies to verify that plates on trucks are not fake.
- Upon successful award of tender, company should be able provide copies of ID or passport and drivers' licenses and phone numbers as we will verify all these in person.
- All applications guarantee that their bids have been developed independently.
- All applicants declare that they have no conflict of interest related to the outcome of this tender.