



CIP
CENTRO
INTERNACIONAL
DE LA PAPA



WWW.
CIPOTATO.ORG
Dirección:
Av. La Molina 1895, La Molina, Lima, Perú

Construction & Renovation Works within Nairobi, Kenya

I. Introduction

The International Potato Center (CIP) was founded in 1971 as a research institution for the development of roots and tubers, providing sustainable solutions to the pressing global issues of hunger, poverty, and natural resource degradation. CIP is a global center, with headquarters in Lima, Peru, and offices in 20 developing countries across Asia, Africa, and Latin America. Working closely with our partners, CIP aims to achieve food security, greater well-being, and gender equity for the poor in the developing world. CIP promotes its mission through rigorous research, innovation in science and technology, and capacity strengthening in root and tuber cultivation and food systems.

CIP is part of the CGIAR Consortium, a global partnership uniting organization dedicated to research for a food-secure future. CGIAR research is dedicated to reducing rural poverty, increasing food security, improving human health and nutrition, and ensuring more sustainable management of natural resources. Donors include countries, foundations, and international entities.

II. Invitation to Tender: Construction & Renovation Works within Nairobi, Kenya

In preparing your quotation, you should take into account the international status and activities of CIP by submitting your best commercial terms. You should also be aware that CIP enjoys certain privileges and immunities which include exemption from payment of Value Added Tax ("VAT"), customs duties and importation restrictions.

Your quotation shall be based on the following requirements:

- Full name, address and telephone numbers of your company and contact persons.
- Acceptance of the General Terms and Conditions Applicable to CIP Procurement Contracts, including the payment terms for CIP of bank transfer within 30 days from the receipt of your invoice and a statement from the consignee(s) acknowledging receipt of the goods. And/or Delivery of Service.
- Prices including unit prices, freight charges and insurance to the specified final destination should be quoted exclusive of any taxes.
- **Delivery time:** The Services are required on site as soon as possible from issuance of purchase order And contract and bidders should endeavour to quote their shortest delivery times.
- **Validity:** Quotations must remain valid with firm and fixed prices **for 30 days** after the Closing Date

III. Timetable

1. Invitation to Bid: 25/10/2024
2. Confirm your desire to participate- 28/10/2024
3. Inspection visits (if required)- 29/10/2024
4. Deadline for Submission of Inquiries 30/10/2024
5. Response to inquiries 31/10/2014
6. Proposal submission: 1st Nov.
7. Opening and evaluation of proposals 4-6th Nov
8. Winner identification and communication to bidders. 11th Nov
9. Contract signing 15th Nov.
10. Contract commencement 15th Nov

(*) Please direct your inquiries via email to a.malome@cgiar.org

III. Proposals

Proposals must address each of the elements listed in the BoQ. Proposals may be rejected if they do not meet the requirements detailed in the Request for Quotation. All companies interested in participating and seeking clarification of this document must send their questions via email to CIP no later than 30th October 2024, attention to a.malome@cgiar.org

The bidders are at liberty to quote for any site and not necessarily all the three sites

They must submit their complete quotation, including technical specifications and drawing (where necessary), The costs of preparing proposals are the sole responsibility of the applicant and will not be reimbursed by CIP.

IV. Installation Location

(This is mentioned in the BoQ- Muguga, Kabete & Tigoni)
International Potato Center (CIP) Av La Molina 1895, La Molina, Lima.

V. Process Evaluation

Evaluation Matrix

	Relevance %	Points (1-5)	Total
Years of experience and client portfolio	5		
Similar works and implementations	15		
Cost	70		
Delivery time	10		
Total	100		

(*) Only the offers that meet all the requirements included in this tender will be considered.

IV. CIP Rights

CIP reserves the right to accept or reject proposals in whole or in part and to cancel the process at any time if CIP has not signed the corresponding contract.

V. Letter of presentation Nairobi

25th October 2024

Sirs

Centro Internacional de la Papa Av. La Molina 1895
Nairobi, Kenya

Ref. TITLE

Dear Sir/Madam,

With this letter, our company [company name], represented by Mr. [name of the legal representative], requests to participate in the Selection Process for the provision of Renovation/Construction works ", as communicated to us.

We certify that we have become aware of the conditions required for participants and we commit to abide by them in their entirety.

We are enclosing the documentation demonstrating that our company meets the requirements for participation in this process.

Yours faithfully,

V. Identification

BIDDER IDENTIFICATION	
Name of the company	
Years in the market	
Principal clients (attach letter recommendation)	
PIN Number	
Address	
Contac person	
Position	
E-mail	
Phone number/ cell phone number	
Total Sales	
2021	
2022	
2023	
Name and sign of the legal representative	