Request for Quotations (RFQ)

RFQ Number:	Fani_RFQ_01/2022
Issuance Date:	March 01, 2022
Deadline for Offers:	March 11, 2022
Description:	Supply of packing line for fresh plums and other fruits (selection, weighing & standardization)
For:	Fani SRL
Point of Contact:	office@fani.md Stefan Bitlan, director

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

Fani SRL is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price, convenience and technical parameters.

Fani SRL 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.

Employees and agents of Fani SRL 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.

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

- Disclose any close, familial, or financial relationships with Fani SRL. For example, if an offeror's cousin is employed by the company, 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 Fani SRL' prohibitions against fraud, bribery and kickbacks.

Please contact Stefan Bitlan at office@fani.md with any questions or concerns regarding the above information or to report any potential violations.

Section 1: Instructions to Offerors

1. **Introduction**:

   Fani SRL intends to **purchase a packing line for fresh plums and other fresh fruits**. The purpose of this RFQ is to solicit quotations for this equipment and associated services.

   Offerors are responsible for ensuring that their offers are received by Fani SRL in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere with 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 **17:00** local Chisinau time on **March 11, 2022** by e-mail to office@fani.md

3. **Questions**: Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than **17:00** local Chisinau time on **March 9, 2022** by email to office@fani.md. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification and the responses thereto that Fani SRL 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 Fani SRL will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal information received from employees of Fani SRL 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.

   Please note that, unless otherwise indicated, stated brand names or models are for illustrative description only. An equivalent substitute, as determined by the specifications, is acceptable.

5. **Quotations**: Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery to Fani's facility and all other costs. Pricing must be presented in **EUR**. Offers must remain valid for not less than **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 the following:
   - Copy of their official registration and business license.
   - Contact information from three former customers who have bought similar products from the offeror.

6. **Delivery**: The delivery location for the items described in this RFQ is **Miclesti village, Criuleni district, Republic of Moldova**. 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) but **not later than April 30, 2022**. The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.

7. **Source/Nationality/Manufacture**: 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: Cuba, Iran, North Korea, Syria.

8. **Warranty**: The warranty coverage must be valid on all commodities for a minimum of twelve (12) months after delivery, installation and acceptance of the commodities, unless otherwise specified in the technical specifications. At the time that any commodity is transferred to another entity, all rights to warranty support and service shall be transferred with the commodity to that entity's end-user.

9. **Taxes and VAT**: The agreement under which this procurement is made does not permit the financing of any taxes, VAT, tariffs, duties, or other levies imposed by any laws in effect in the Republic of Moldova. No such taxes, VAT, charges, tariffs, duties or levies will be paid under a purchase order resulting from this RFQ.

10. **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 Republic of Moldova or any other country's Government. Fani SRL will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the Republic of Moldova or any other country's Government.

11. **Evaluation and Award**: The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and is determined via a trade-off analysis to be the best value based on application of the following evaluation criteria. The relative importance of each individual criterion is indicated by the number of points below:
    - *Price* – **30 points:** The overall cost presented in the offer.
    - *Technical* – **45 points:** Responsiveness to the technical specifications and correspondence to the technical requirements of the offered products. How well does the offer meet or exceed the technical specifications?
    - *Delivery and installation* – **15 points:** Delivery and installation must be met by the required date of August 20, 2019, or sooner if possible. In the event that no offeror is able to meet this deadline, the shortest timeline after April 30, 2022 will be considered favorably.
    - *After sales service* - **10 points**: The ability to provide timely and complete after sale service, preferably by an entity located in the Republic of Moldova or neighboring countries. The quality of any warranty services provided.

    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. Fani SRL 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, Fani SRL reserves the right to conduct any of the following:
    - Fani SRL 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, Fani SRL may issue a partial award or split the award among various suppliers, if in the best interest of Fani SRL.
    - Fani SRL may cancel this RFQ at any time.

    Please note that in submitting a response to this RFQ, the offeror agrees that any protest hereunder must be presented—in writing with full explanations—to Fani SRL for consideration. Fani SRL, at its sole discretion, will make a final decision on the protest for this procurement.

12. **Terms and Conditions**: This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate Fani SRL 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 Fani SRL standard terms and conditions. Any resultant award will be governed by these terms and conditions. Please note the following terms and conditions will apply:

    (a) 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: Cuba, Iran, North Korea, Syria.

    (d) The title to any goods supplied under any award resulting from this RFQ shall pass to Fani SRL following delivery and acceptance of the goods by Fani SRL. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to Fani SRL.

Section 2: Offer Checklist

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

☐ Cover letter, signed by an authorized representative of the offeror (see Section 4 for template)

☐ Official quotation, including specifications of offered equipment (see Section 3 for example format)

☐ Copy of offeror's registration and business license

☐ Contact information for three or more former customers for whom the offeror has supplied similar products, preferably in the Republic of Moldova or the region of Eastern Europe.

Section 3: Specifications and Technical Requirements

The table below contains 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 Fani SRL.

Line Item	Description and Specifications (the offers should be exact or equivalent to the specifications provided below)	Q-ty	Items and Specifications Offered	Price VAT 0% EUR
1	**Processing & packing line for fresh plums and other fresh fruits (selection, weighing & standardization; field crate up to 400x600 mm; packed crates up to 300x500 mm), consisting of:** ● 1 Feeding Elevator for Full Field Crates a. Constructed entirely from stainless steel. b. PVC saw tooth belt to receive the boxes from the field and forward them to the line. c. Belt movement with electric motor d. Approx. Length 2500 mm, Width 600 mm ● 1 Free roll carrier for the boxes from the field a. Constructed entirely from stainless steel. b. The carrier receives the boxes as they c. come from the elevator and moves them to the workers on the packing stations, which are on both left and right side. d. Approx. Length 11000 mm, Width 600 mm ● Working stations a. 20 inclined bookstands for the field boxes (10 on the left and 10 on the right) connected to the roll carrier, allow the workers to place there the box from the field for the sorting and packing process. Material: Stainless steel b. 20 reclined packaging stands (10 on the left and 10 on the right) mounted on top of the weighing scale. The stand allows easy packing of the products in the boxes, and easy placing of the ready box to the collection belt. Material: Stainless steel. c. Openings where the workers can discard the damaged products in the belts for the damaged products. d. 20 weighing scales, one on every working station for up to 15kg, with the weight display mounted separately to the eye level of the worker. e. 10 helping tables (painted steel - INOX on top) with a shelf (5 on each side) offering extra space to the workers for packaging and also space for packaging materials. Dimensions of the table: Length 1000mm / Width 600mm ● 1 Transportation belt for the ready boxes	1 pcs.		

Line Item	Description and Specifications (the offers should be exact or equivalent to the specifications provided below)	Q-ty	Items and Specifications Offered	Price VAT 0% EUR
	a. Constructed of stainless steel. b. After being packed by the workers, the ready boxes head to the concentrated transporter, which is incorporated below the roll carrier for the boxes from the field. c. Transportation belt made of 2 linen PVC, suitable for food. Approx. Length 10600mm; Width 620 mm d. System consisted of free rollers at the end of the belt to stop the full boxes with Length 3000mm e. Movement with decrease power HP1 f. Adjustable side separations in order to be able to work boxes, but also punnets (500 – 1000gr) g. The separations will create 2 side divisions when working with punnets ● 2 Belts for the damaged products a. Constructed of stainless steel. b. The belts are installed on both sides of the transportation belt for the ready boxes and under the working stations. c. Transportation belt made of 2 linen PVC. d. Movement with decrease power HP 0,5 e. Approx. Length 10600mm / Width 200mm ● 1 Elevator for the damaged products a. Constructed of stainless steel. b. The damaged products are lead outside the line to the collection pallet boxes/ bins. c. Movement with decrease power HP 0,5 d. Approx. Length 2500mm / Width 400mm ● 2 Free roller carriers for the empty boxes a. Constructed of stainless steel. b. The roller carriers for the empty boxes are placed above the roll carrier for the boxes from the field. c. Approx. Length 10600mm; Width 620mm ● 2 LED light strips a. Installed along the whole length of the line, so that workers have sufficient lighting to work. ● 2 Chain carriers for the empty boxes from the field a. Constructed of stainless steel (INOX AISI 304) b. The chain carriers are placed on the ground and below the working stations, so that workers place the boxes from the field after they are empty. The boxes are forwarded to the end of the line. c. Movement with power HP 0,5 d. Approx. Length 11000mm; Width 400mm ● General electric panel for operation and control of the machines & electrical installation a. The general electric operation & control panel with IP 54 degree of protection			

Line Item	Description and Specifications (the offers should be exact or equivalent to the specifications provided below)	Q-ty	Items and Specifications Offered	Price VAT 0% EUR
	b. Automatic or semi-automatic operation, choosing to start / stop the motors one by one, or all together with Internal interlock. c. The electrical installation is compliant with the relevant EU regulations ● User manual in English, Romanian or Russian, that includes a maintenance plan.			
2	**Transportation to Miclesti village, Criuleni district, Republic of Moldova (DAP Miclesti, Moldova) and associated costs**	1		
3	**Installation of the line by qualified staff and training on the use and maintenance of the line** ● At the location of Fani SRL ● In English, Romanian, or Russian ● Training duration - at least 4 hours	1		
			Subtotal EUR, VAT 0%:	
			Other Costs (describe below) EUR, VAT 0%:	

- Delivery time (after receipt of order): _____ calendar days
- Provided warranty for the line (at least 12 months): _____ months
- Payment terms: _____
- Proposed arrangement for after sale service, including warranty repair (please specify): _____
- Contact information for three or more former customers:

  1. _____
  2. _____
  3. _____

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: Fani SRL
MD-4829 Magdacesti, Criuleni
Republic of Moldova

Reference: Fani_RFQ_01/2022

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.

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

- We have no close, familial, or financial relationships with any staff members of Fani SRL;
- We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced RFQ;
- 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; and
- We understand and agree to Fani SRL's 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, Email and Website: _____

Company Registration or Taxpayer ID Number: _____

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

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