

## REQUEST FOR PROPOSALS

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# PROCUREMENT OF HIGH PERFORMANCE LIQUID CHROMATOGRAPHY (HPLC)

Issued by  
The Global Alliance for Improved Nutrition (GAIN)

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## **I. PROJECT BACKGROUND AND SCOPE OF WORK**

### **1. ABOUT GAIN**

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the UN in 2002 to tackle the human suffering caused by malnutrition. Working with both governments and businesses, we aim to transform food systems so that they deliver more nutritious food for all people. At GAIN, we believe that everyone in the world should have access to nutritious and safe food. We work to understand and deliver specific solutions to the daily challenge of food insecurity faced by poor people. By understanding that there is no “one-size-fits-all” model, we develop alliances and build tailored programmes, using a variety of flexible models and approaches. We build alliances between governments, local and global businesses, and civil society to deliver sustainable improvements at scale. We are part of a global network of partners working together to create sustainable solutions to malnutrition. Through alliances, we provide technical, financial and policy support to key participants in the food system. We use specific learning, evidence of impact, and results of projects and programmes to shape and influence the actions of others.

### **2. BACKGROUND**

The Fortification of Edible Oil Project, Phase III in Bangladesh focuses on improving access of Vitamin-A Fortified Edible Oil within the Bangladesh market, improve Quality Control and Quality Assurance (QA/QC) of Edible Oil Fortification in Bangladesh. The overall target of the project is to the reduction in prevalence of vitamin-A deficiency in the population of Bangladesh through consumption of vitamin A fortified edible oil and to ensure all edible oil are adequately fortified and available to consumers. To achieve these objective the monitoring cell of Bangladesh Standards and Testing Institution under Ministry of Industries (MOInd) working relentlessly to ensure compliance of oil refineries through regular inspection and surveillance at factory and market level. In the fortification process, vitamin A premix is an important and critical element and it is totally imported item. Thus, the quality, price and availability of vitamin A premix are fundamental to make the success of fortified edible oil program in the country. Vitamin A premix is fully imported items from several overseas sources as per convenience of oil refineries. Therefore, the quality control and purity testing of vitamin A premix is important to ensure uniform standard quality of Vitamin A premix as well as to prevent importation of counterfeit premix. However, in Bangladesh there have limited expertise on vitamin A premix purity testing till date which is adversely affecting the overall success of the oil fortification project. Therefore the project is currently working on analytical and stability testing of vitamin A premix.

### **3. PURPOSE OF THE PROCUREMENT**

To procure HPLC machine to build capacity on analytical and stability testing of vitamin A premix (Retinyl Palmitate and Retinyl Acetate); OR vitamin A & D combined premix.

### **4. SCOPE OF WORK**

1. Price quotation of Agilent 1290 series HPLC with auto sampler and DAD detector with specification
2. Price quotation of Shimadzu HPLC with Variable wavelength DAD (UV) Detector and Double Beam with specification
3. Details of warranty service
4. Installation, test run and post installation service
5. Training of project personal on HPLC operation and maintenance

## **II. INSTRUCTIONS FOR RESPONDING**

### **1. BUDGET/PRICE QUOTATION**

Total budget/price quotation for implementation should cover all items mentioned in proposal. Value of goods and services quoted must be inclusive of all applicable charges, Value Added Tax (VAT) if applicable. GAIN will deduct applicable VAT, TAX and other Govt. levies following rules and regulations of Government of Bangladesh while payment.

### **2. SUBMISSION**

Complete proposals of price quotation should be submitted in electronic copy to:  
[GAIN.Bangladesh@gainhealth.org](mailto:GAIN.Bangladesh@gainhealth.org)

Required components for proposal submission (see also evaluation criteria for additional guidance) are:

- i. Description of previous relevant work (maximum 1 page)
- ii. Detailed offer explaining how the areas of work mentioned in Scope of Work will be addressed.
- iii. Budget/Price quotation
- iv. Detailed budget justification
- v. Risk and mitigation strategy
- vi. Timeline

### **3. DEADLINE**

Completed proposals should be submitted to [GAIN.Bangladesh@gainhealth.org](mailto:GAIN.Bangladesh@gainhealth.org) by **5:00 pm 24<sup>th</sup> April 2021**

### **4. REVISIONS**

Proposals may be revised by electronic mail provided such revision(s) are received before the deadline.

### **5. ACCEPTANCE**

GAIN will not necessarily accept the lowest cost or any of the Proposals submitted. Accordingly, eligibility requirements, evaluation criteria and mandatory requirements shall govern.

### **6. RIGHTS OF REJECTION**

GAIN reserves the right to reject any or all submissions or to cancel or withdraw this RFP for any reason and at its sole discretion without incurring any cost or liability for costs or damages incurred by any applicant, including, without limitation, any expenses incurred in the preparation of the submission. The applicant acknowledges and agrees that GAIN will not indemnify the applicant for any costs, expenses, payments or damages directly or indirectly linked to the preparation of the submission.

### **7. REFERENCES**

GAIN reserves the right, before awarding the Proposal, to require the applicant to submit such evidence of qualifications as it may deem necessary, and will consider evidence concerning the financial, technical and other qualifications and abilities of the applicant.

## **III. TERMS AND CONDITIONS OF THIS SOLICITATION**

### **1. NOTICE OF NON-BINDING SOLICITATION**

GAIN reserves the right to reject any and all bids received in response to this solicitation and is in no way bound to accept any proposal. GAIN additionally reserves the right to negotiate the substance of the successful applicants' proposals, as well as the option of accepting partial components of a proposal if deemed appropriate.

### **2. CONFIDENTIALITY**

All information provided as part of this solicitation is considered confidential. In the event that any information is inappropriately released, GAIN will seek appropriate remedies as allowed. Proposals, discussions, and all information received in response to this solicitation will be held as strictly confidential.

### **3. RIGHT TO FINAL NEGOTIATIONS ON THE PROPOSAL**

GAIN reserves the right to negotiate on the final costs, and the final scope of work of the proposal. GAIN reserves the right to limit or include third parties at GAIN's sole and full discretion in such negotiations.

### **4. EVALUATION CRITERIA**

Proposals will be reviewed by the Selection Team. The following indicate a list of the significant criteria against which proposals will be assessed. This list is not exhaustive or 100% inclusive and is provided to enhance the applicants' ability to respond with substance.

Applicants are required to submit the following information, conforming to the guidelines given in this section:

Understanding of the scope of work:

- Proposal shall demonstrate a clear understanding of the project objective and deliverables as outlined in Section I.

Comprehensiveness of work plan and reasonableness of proposed time frame:

- Proposal shall include a feasible work plan to ensure successful completion of deliverables.
- The work plan details how activities will be coordinated.

Detailed budget and cost-effectiveness of proposed approach:

- Evidence of cost-effective approaches to undertaking the scope of work within the proposed budget/price quotation
- Proposal shall identify possible challenges and include creative approaches to addressing them.

**GAIN reserves the right to contact the individuals and contractor(s) in order to verify the information provided as part of the Proposal.**

### **5. REVIEW PROCESS**

The review process will involve a Review Panel with participants selected by GAIN.

### **6. LIMITATIONS WITH REGARD TO THIRD PARTIES**

GAIN does not represent, warrant, or act as agent for any third party as a result of this solicitation. This solicitation does not authorise any third party to bind or commit GAIN in any way without GAIN's express written consent.

### **7. COMMUNICATION**

All communication regarding this solicitation shall be directed to appropriate parties at GAIN. Contacting third parties involved in the RFP, the review panel, or any other party may be considered a conflict of

interest and could result in disqualification of the proposal.

## **8. FINAL ACCEPTANCE**

Award of a Proposal does not imply acceptance of its terms and conditions. GAIN reserves the right to negotiate on the final terms and conditions including the costs and the scope of work when negotiating the final contract to be agreed between GAIN and the applicant.

## **9. VALIDITY PERIOD**

The offer of services will remain valid for a period of 60 days after the Proposal closing date. In the event of award, the successful applicant will be expected to enter into a contract subject to GAIN's terms and conditions.

## **10. SCOPE OF CHANGE**

Once the contract is signed, no increase in the liability of GAIN or in the fees to be paid by GAIN for the services resulting from any change, modification or interpretation of the documents will be authorised or paid to the applicant unless such change, modification or interpretation has received the express prior written approval of GAIN.