



21/04/2021

RFP RFP/SCI/BDCO/FY-21/00013
PR No# PR-BGD-DHK-2021-00391

To

Subject Request for Proposal

Save the Children is hereby inviting Sealed Technical & Financial Proposals with your best price for supplying following Services. The quoted price should meet the specification given below. Please enclose this letter with your offer in organization's / company's letter head pad. Offer should be specified with your terms and conditions. Acceptance of quotation is subject to fulfillment of the following terms and conditions:

SL No	Description	Specification	Unit	Req. Quantity	Unit Price	Amount
1	Survey/Evaluation - Endline Survey/Project Evaluation	Attached TOR, Log Frame, Final Evaluation & Supplier declaration compliance form	Job	1.00		

Terms & Condition

- 1 Anti-Bribery & Corruption: Save the Children suppliers/consultants must immediately report any suspicions of fraud or dishonesty in confidence to Risk and Compliance Director (abdullah.faruque@savethechildren.org) / Country Director through email.
- 2 All suppliers/vendors must accept the child safeguarding policy of Save the Children.
- 3 Completion Time: As per ToR.
- 4 Vendor/supplier with employee/group insurance will be preferred.
- 5 SCI may deal with COVID-19 patients and shall not be liable for vendor staff and their wellbeing. Vendor must ensure adequate quality of PPE and take necessary safety measure for the wellbeing of their staff(s).
- 6 Eligibility Criteria :The Proposer shall possess the following qualification: Organizations must provide information and documentary evidences to establish that they have a) legal establishment for a minimum of Two years overall experience in similar service/job b) Copy of updated Trade Lenience c) Company profile with customer list, preferably Govt. / Semi Govt. / INGO. d) Up-to-date VAT and Tax Certificate. e) Supplier declaration/compliance form for SAVE THE CHILDREN's policies (attached)
- 7 Evaluation (Technical & Financial): Procurement committee will evaluate the proposal as per ToR.
- 8 Scope of Work/Deliverables: As specified in the TOR.
- 9 Proposal: Technical & Financial Proposal should be submitted separately as PDF File.
- 10 Technical Criteria: As specified in the ToR
- 11 Delivery Date: As per TOR
- 12 Technical Queries: For technical queries , Interested firms may contact: Md. Rezaul Karim, Manager - Protection of Children Affected Project, Save the Children in Bangladesh, House CWN (A) 35, Road 43, Gulshan 2, Dhaka 1212, Bangladesh cell no. 01713011612 E-mail: rezaul.karim@savethechildren.org
- 13 Dead Line for Submission: On or before 05/05/2021 by 2:00 PM sharp through email:Dhaka.Procurement@savethechildren.org with the subject line and reference no Final Evaluation, Reference No. RFP/SCI/BDCO/FY-21/00013
- 14 Pre-proposal/bid meeting time & date: 11.00 AM on 27/04/2021 as per ZOOM Link : <https://zoom.us/j/92971868632?pwd=YWdMcTdTTUVReGIZa0NyMnk4d1NvUT09>
- 15 Payment: Payment will be made in installments: As per TOR
- 16 VAT and Tax shall be deducted as per rules of GoB.
- 17 SCI reserves the right to accept or reject in part or full/one or all quotations/offers/proposals without assigning any reason whatsoever.

If you have any queries feel free to ask.

Thank You
For Save the Children

Shamima Akhter
Procurement & Supply Chain