



Ref: YPSA/HO/2963/2024

Tender Ref. No. 23/2024

Date: 28/11/2024

Subject: Invitation for Tender

Young Power in Social Action (YPSA) www.ypsa.org is an organization for sustainable development implementing the project titled, “**Prevention and Response Activities Implementation on Counter Trafficking Issues**” supported by International Organization for Migration (IOM). Under this project we will provide Snacks & Lunch items among the program participants in the Rohingya camp and host community. We have planned to procure the following food supply with service as per specification and quantity as mentioned in the table below from the eligible vendor(s). Interested vendors are requested to submit quotation to supply the goods in accordance with the following descriptions and conditions at Ukhiya Upazila, Cox’s Bazar District.

Sl. No.	Description/Specifications	Quantity (Packets/ Box)	Unit Price (Tk)	Total Amount (Tk.)	Goods Delivery Locations
01	Snacks: Apple-1pc, Mini Fry chicken Burger-1pc, Balusha Sweet-1pc, Cold-drinks 250 ml-1pc, water500 ml-1pc with Snacks Box	9,695			CiC Conference Rooms at Rohingya Camps: 10, 13, 14, 15, 16 & 17 and Host Community: Jaliapalong, Palongkhali, Rajapalong, Ratnapalong & Haluadiapalong Union under Ukhiya Upazila,
02	Lunch: Plain Rice, Mutton 2pcs(Standard size) Rui/katla Fish curry (Standard size)1pcs, Cold-drinks 250ml, Water 500ml in packets along with carrying bag (Not polythene)	3,366			CiC Conference Rooms at Rohingya Camps: 10, 13, 14, 15, 16 & 17 and Host Community: Jaliapalong, Palongkhali, Rajapalong, Ratnapalong & Haluadiapalong Union under Ukhiya Upazila, and Cox’s Bazar DC Office, Cox’s Bazar.
Total amount (including VAT, Tax, Transportation)					

Therefore, YPSA is inviting for Tender bid from reputed, experienced suppliers/vendors to supply the above-mentioned Lunch and snack items. Interested suppliers/vendors who have their agency’s/company’s updated Trade license, updated return submission certificate/slip, VAT registration certificate, experience certificates/work order, and bank solvency are sufficient they can submit a Tender with an application in the company/organization letterhead pad with company details as per specific format (Annexure-1) to Procurement Committee, YPSA Head Office, House # F 10 (P), Road # 13, Block # B, Chandgaon R/A, Chattogram.

Terms and Conditions:

1. The last date for dropping the Tender on 10/12/2024 by 2:30 p.m., and on the same date 3:00 pm tender box will be opened.



2. Items delivery should be continued up to August, 2025 as per guidance/instructions to be provided from YPSA project team. The required quantity of food approximately 3,366 packets Lunch and snacks.
3. The vendor's given rate should be considered along with VAT/Tax and transportation and other costs.
4. YPSA will do a **Framework Agreement** with the vendor who will be selected for the Tender period mentioned up to August '25.
5. The price of the goods/services mutually agreed upon will remain the same up to August,2025. However, if and when required any such goods/services in the future, the price and others might be rationalized/negotiated.
6. The selected vendor(s) should ensure the on time delivery of goods to the locations mentioned above as per event dates to be referred to in the Work Order against events throughout the agreement period.
7. Account payee cheque will be given after deduction of Govt. VAT/Tax and others on the bills submitted by the vendor(s).
8. The vendors should send all legal documents like Trade License, TIN Certificate, Tax return copy, BIN Certificate, NID/Smart Card copy and Bank Solvency Certificate with bank details. Last three months (Sept.24 to Nov.24) bank account statement is required along with above mentioned documents.
9. The selected vendor will supply goods/items as per the description/specifications provided. There will not be any compromise on the quality of product items.
10. Child labor will not be allowed in carrying, loading and unloading and transportation etc. Child labor should also be avoided at your office and home. In this regard, "**YPSA Child Safeguarding Policy**" must be followed 100% during work with YPSA
11. YPSA management deserves the right to accept or reject or cancel any or all quotations without showing any justification.
12. YPSA will not be liable for any damage and accident during the carrying of goods.
13. YPSA deserves the right to correct, modify, or reject any clause or all tender documents/work order without showing any clarification. YPSA also keeps the right to increase or decrease the quantity of goods mentioned in the work order if needed. In this case, the supplier will be notified accordingly.
14. After issuing of work order if the supplier fails to deliver any of the goods/supplies/items following of work order, the procuring entity YPSA has all right to impose a penalty, or deduction of the bill partly or full amount of the final bill.

Note: Evaluation and Comparison of Bids.

YPSA will evaluate the tender process in two separate ways. One is Technical Evaluation (Eligibility-Documents submission as, Past Experience, Delivery Capacity and Financial Capacity, physically visit at business (if needed), etc., which will carry 60 marks and another one is Financial Proposal which will carry 40 marks.

Procurement Committee
YPSA

