

Basic Information

Procurement Title	Request for Quotation (RFQ) for Vertical Agriculture Hydroponic System (Tower Shape & Home Type)
Deadline for Submission of Quotation	02.12.2019
Commodity Type	Agriculture Hydroponic System
Quotation Validity Period	60
Item Category <i>(UNSPSC codes, if available)</i>	
Expected Delivery Date and Time	<input checked="" type="checkbox"/> 14 days from the issuance of the purchase order <input type="checkbox"/> As per Service Delivery Schedule attached Time: 09:00 Time Zone of Reference: GMT+03:00
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to minimum requirements under Annex I <input checked="" type="checkbox"/> Qualifications and experience of proposed staff/personnel <input checked="" type="checkbox"/> Lowest price offer <input checked="" type="checkbox"/> Comprehensiveness of after-sales services <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Earliest Delivery / Shortest Lead Time <input type="checkbox"/> Others
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order <input type="checkbox"/> Long-Term Agreement <input type="checkbox"/> Professional Service Contract <input type="checkbox"/> Other Type/s of Contract

FOR SERVICES:

TERMS OF REFERENCE (TOR)

- UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security. Placing women's rights at the centre of all its efforts, the UN Women leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in support of Member States' priorities and efforts, building effective partnerships with civil society and other relevant actors.
- UN Women in Turkey is working to strengthen refugee women and girls and their access to opportunities, rights and services, as required by international treaties and national legislation. "Strengthening the Resilience of Syrian Women and Girls and Host Communities in Iraq, Jordan and Turkey" is an integrated programme that targets both displaced Syrian women and girls and host-country nationals across Iraq, Jordan and Turkey. The programme works through a multi-dimensional strategy that will: i) enable women's empowerment through addressing issues of economic vulnerability and violence by increased access to recovery and livelihood opportunities, paired with comprehensive protection services and support to national justice structures to promote accountability for violence against women, and ii) promote a culture of peace and co-existence through supporting women to lead and engage in peacebuilding, reconciliation and conflict prevention.
- Since September 2017, UN Women has been addressing the needs of Syrian women and girls and vulnerable host community women through programmatic interventions in the fields of livelihoods support, provision of essential services and fostering peaceful co-existence and social cohesion among the communities. The SADA Women's Empowerment and Solidarity Centre launched in September 2017 by UN Women in partnership with Gaziantep Metropolitan Municipality, Association for Solidarity with Asylum Seekers and Migrants (ASAM) and the International Labour Organization (ILO), has served more than 7000 women for providing essential services, livelihoods support and social cohesion.
- In 2018, UN Women in partnership with ASAM, UN Women's existing partner in charge of running the SADA Women's Empowerment and Solidarity Center (hereinafter SADA), published a comprehensive needs assessment of Syrian women and girls under temporary protection status in Turkey. Interviews with 1,291 women and girls revealed that many live below the poverty and hunger thresholds, isolated from their host community, and are unable to engage in economic and social life due to family

burdens, language barrier, and basic and vocational skills. Almost half of all widowed women, 36% of divorced women and 32% of single women live below the poverty line.

- In addition, UN Women and SADA in the context of the ‘Strengthening the Resilience of Syrian Women and Girls and Host Communities’ conducted a base-line survey between April-June 2019 with 310 beneficiaries of 253 of whom were Syrians women and 57 Turkish citizens. The survey revealed that 41% of the interviewed beneficiaries’ households reported poor and borderline levels of food consumption. Only 10 % of the participants have an income-generation jobs with 201 Turkish Lira (35.5 USD) weekly average income. Those who hold income-generating jobs have lower level of insufficient food consumption with 27%. 32% are reported to be household head, and household head women higher level of poor food consumption with 53%. 56% of the interviewed beneficiaries did not have enough money to purchase food in the past seven days. As a way to secure access to food for their households, 87.3% had to rely on less expensive food, and 47% had to reduce the number of meals eaten a day. Furthermore, 73 % of programme beneficiaries used a livelihood-based coping strategy in the anxiety, crisis or emergency category. The most commonly cited coping strategy was reducing non-food expenditures and spending savings. On average these strategies have been used 3.5 days per week.

Against this background, there is an urgent need to address the nutrition related challenges faced by women and their households as an element of basic needs – with a gender responsive approach - which is also expected to have a positive impact on their access to livelihoods and reinforcing their decision-making abilities in the medium run. UN Women will implement a pilot micro-gardening initiative to help address the aforementioned challenges.

Within this context, UN Women is Requesting for Quotation for provision of 210 x Vertical Agriculture Hydroponic System (Tower Shape & Home Type) including 8500 x seasonal seedlings, delivery of the systems and seedlings inside Gaziantep, 1- day user manual & demonstration training to 25 participants, 110 x user-manuals in Turkish and 110 x in Arabic, 1 project team (at least one person) for 5 months (including max. 10 x 2 days travels to Gaziantep). The successful completion criteria of this procurement should be considered as enabling the users to yield their own products at their houses. The budget has been already allocated in align with the annual plan.

DELIVERABLES

Deliverable	Timeframe
1 day user manual & demonstration training to 25 staff in Gaziantep	20-12- 2019

5 months long coaching and customer support through phone calls and emails (including 10 travels to Gaziantep)	20-12- 2019 & 20-05-2020

Technical Proposal

UN Women Minimum Requirement	Offerors Response
<ul style="list-style-type: none"> Team composition 	
<p><u>Project Team (at least one person in charge)</u> should have advanced knowledge and experience on Vertical Agriculture Hydroponic System (Tower Shape & Home Type) and on all types of micro-gardening. The team will respond to the questions through remote manners (email + phone) for 5 months whereas maximum 10 travels to Gaziantep is foreseen as field missions to support the users and field staff. All travel expenses should be covered by the firm.</p>	<input checked="" type="checkbox"/> Yes (Provide curriculum vita using the format available in Annex 2, Section C "Sample CV template")
<p><u>Subcontractors (if any):</u> The offeror shall not sub-contract > 50% of the work.</p>	<input type="checkbox"/> No
<ul style="list-style-type: none"> Relevant Experience of the Firm 	
<p>Firm must have successfully and continuously been engaged in producing and providing Vertical Agriculture Hydroponic System (Tower Shape & Home Type) to commercial/ business facilities /civil society organizations/international organizations and/or to individuals over the last two (2) years.</p>	<input checked="" type="checkbox"/> Yes (Provide details of all the previous and on-going assignment in Annex 2, Section A, 1.1 "Relevant Experience")
<ul style="list-style-type: none"> Reference 	
<p>Firm must show at least three references specific on Vertical Agriculture Hydroponic System (Tower Shape & Home Type)</p>	<input checked="" type="checkbox"/> Yes, a minimum of three (3) references available Fill in below: 1. – Employer's name (company/entity): – Nature of contract (service for xxx): – Contract #: – Contract start and end date: – Contract value:

	<ul style="list-style-type: none"> – Contact person: (email, phone and name) <p>2.</p> <ul style="list-style-type: none"> – Employer’s name (company/entity): – Nature of contract (service for xxx): – Contract #: – Contract start and end date: – Contract value: – Contact person: (email, phone and name) <p>3.</p> <ul style="list-style-type: none"> – Employer’s name (company/entity): – Nature of contract (service for xxx): – Contract #: – Contract start and end date: – Contract value: – Contact person: (email, phone and name)
--	---

Financial Proposal

Value Added Tax on Proceed Quotation	Must be exclusive of VAT and other applicable indirect taxes
Payment Terms	90% upon satisfactory receipt of goods and %10 satisfactory receipt of services.

Technical Proposal

Section A: Expertise and Capability of Supplier

Project Team:

Firm must provide licenses, permits, certifications and related paperwork to operate as Vertical Agriculture Hydroponic System (Tower Shape & Home Type) or equivalent supplies producer/provider in accordance with all applicable laws, rules and regulations of the jurisdiction wherein it is providing services.

Firm should have been operating in Turkey for at least 2 years and should have the capacity to operate in different cities besides its headquarter.

Firm should have successfully completed at least three Hydroponic System and agricultural projects.

Firm must allocate a project team experienced in Vertical Agriculture Hydroponic System (Tower Shape & Home Type) for five months starting after the distribution to respond to the questions and elaborations on field level.

1.2 Adverse judgments or awards

- The supplier is in sound financial condition with no financial concerns, such as negative net worth, bankruptcy proceedings, insolvency, receivership, major litigation, liens, judgments or bad credit or payment;

- The supplier has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

1.1 Subcontracting and partnerships

The vendor may subcontract for supplying 8500 seasonal seedlings. In the event of subcontracting the expected roles from the subcontractor are as follows;

- Subcontractor is in the condition of ensuring 8500 healthy and seasonal seedlings – 5 different types x 1700 = 8500,
- Subcontractor must deliver the seedlings to Gaziantep in the best condition,
- Subcontractor must recommend and supply the best quality seedling variety.

1.4 Relevance of Specialized Knowledge and Experience on Similar Projects

- Provide details of specialized knowledge to be utilized for this RFQ as well as recent relevant experiences on projects of a similar nature and/or with other UN organizations.
- References and/or samples of work must be provided upon request

Section B: Proposed Work Plan and Approach

2.1 Analysis approach, methodology

- Provide a description of the Supplier's approach, methodology, and timeline for how the organization will achieve the Terms of Reference (TOR) of the project while meeting or exceeding the stipulations of the TOR.
- Explain your organization's understanding of UN Women's needs for the services or works.
- Describe how your organization will adhere to UN Women's procurement principles in acquiring services on behalf of UN Women. UN Women's general procurement principles:
 - a) Best Value for money
 - b) Fairness, integrity and transparency
 - c) Effective competition
 - d) The best interests of UN Women

Section C: Resource Plan, Key Personnel

3.1 Composition of the team proposed to provide, and the work tasks (including supervisory)

Describe the availability of resources in terms of personnel and facilities needed for this RFQ. Describe the structure of the team which you would propose to provide, and the work tasks (including supervisory) which would be assigned to each.

3.2 Gender profile

- Supplier is strongly encouraged to include information regarding the percentage of women employed in Supplier's organization, women in leadership positions, and percentage of women shareholders.
- Note: this will *not* be a factor in the evaluation criteria *unless* where there are two identical quotations (i.e. exact total points in the case of cumulative evaluation methodology and/or same price in the case of most technically compliant/acceptable quotation) UN Women will award the contract to the organization owned by women by 50% or more, in support of UN Women's core mandate.

Provide Curriculum vitae of the proposed team that will be involved either full time or part time

Highlight the relevant academic qualifications, specialized trainings and pertinent work experience.

No substitution of key personnel will be tolerated once the contract has been awarded except in extreme circumstances and with the approval of the UN Women. If substitution is unavoidable it will be with a person who, in the opinion of the UN Women, is at least as experienced as the person being replaced. No increase in costs will be considered as a result of any substitution.

SCHEDULE OF REQUIREMENTS OF GOODS

Vertical Agriculture Hydroponic System (Tower Shape & Home Type)

Items*	Qty.	Unit of Measure	Descriptions / Specifications of Goods	Delivery	
				Expected** Delivery Date	Location
	420	Pcs	Water tank	20-12-2019	Gaziantep
	2310	Pcs	module (with four holes)	20-12-2019	
	420	Pcs	submersible water pump	20-12-2019	
	420	Pcs	Separator	20-12-2019	Gaziantep
	420	Pcs	top cover	20-12-2019	
	42000	Pcs	file flowerpot (including stone wool)	20-12-2019	
	420	Pcs (5lt)	Nutrient solution (210 x Solution A + 210 x Solution B)	20-12-2019	Gaziantep
	210	Pcs	5-meter electric extension cable for outdoor usage (3x plugs with cover & stream controlled)	20-12-2019	
	8500	Pcs	Seedling (5 different types x 1700)	20-12-2019	
	220	Pcs	110 x Turkish user manual + 110 x Arabic	20-12-2019	Gaziantep
	1	Pcs	Project team (at least one person) for 5 months (including max. 10 travels to Gaziantep)	20-12-2019	
	1	Pcs	1-day user manual & demonstration training to 25 staff in Gaziantep (only trainer – all other logistic arrangements will be cover by UN Women	20-12-2019	

Note: In case of discrepancy between unit price and total, the unit price shall prevail.

Quotation Format

TABLE 1: Item Description and Price

UNIT PRICES (Indicate the Price & Currency of Quotation):					
ITEM	DESCRIPTION	QTY.	UNIT OF MEASURE	CURRENCY (please specify):	
				UNIT PRICE & indicate whether DAP, FCA, CIP, CPT, and/or other (please specify)	TOTAL PRICE, (inclusive of shipping)
1.	Water tank	420	pcs		
2.	module (with four holes)	2310	Pcs		
3.	submersible water pump	420	Pcs		
4.	Separator	420	Pcs		
5.	top cover	420	Pcs		
6.	file flowerpot (including stone wool)	42000	Pcs		
7.	Nutrient solution (210 x Solution A + 210 x Solution B) - (5lt)	420	Pcs		
8.	5-meter electric extension cable for outdoor usage (3x plugs with cover & stream controlled)	210	Pcs		
9.	Seedling (5 different types x 1700)	8500	Pcs		
10.	110 x Turkish user manual + 110 x Arabic	220	Pcs		
11.	Project team (at least one person) for 5 months (including max. 10 travels to Gaziantep)	1	Pcs		
12.	1-day user manual & demonstration training to 25 staff in Gaziantep (only trainer – all other logistic arrangements will be cover by UN Women	1	Pcs		

TOTAL PRICES (Indicate the Price & Currency of Quotation)	
TOTAL DAP, FCA, CIP, CPT, other <i>[please specify]</i> PRICE:	
FREIGHT /INSURANCE/HANDLING COSTS:	
TOTAL COST:	