

# **Limited Invitation to tender: Supply of water buckets for World Vision International disaster response**

## **Description**

World Vision conducts an international public tender for the procurement of water buckets. These goods will be used in humanitarian assistance projects. The Global Pre-positioning Resource Network (GPRN), within the international Humanitarian and Emergency Affairs department of World Vision, will store pre-packed relief items in centrally located warehouses. These items will be quickly deployed to emergency responses. The relief items should be supplied in accordance with international standards (see below for exact specifications and packing / palletizing details) and be delivered to GPRN-warehouses as described below.

**Product:** Stable plastic water bucket with lid, tap and a capacity of 14 litres

**Volume:** 6,000 water buckets packed in cardboard boxes as basic stock  
+Undefined volume: for restocking after deployment (e.g. 1,000 / 3,000 / 6,000 buckets)

**Pricing offers:** Suppliers are requested to provide separate quotations as follows:

|   |   |
|---|---|
| <b>1. Current price:</b>  | <b>Unit cost (in US Dollars) delivered DDU</b> to warehouse listed below based on a one-off supply order.   |
| <b>2. Pricing for a 2-year 'preferred supplier framework agreement:</b> | <b>Unit cost (in US Dollars) delivered DDU</b> to warehouse listed below based on a price that shall be fixed for two years (including the transport costs to the various destinations).<br>Product quantities required beyond the initial quantity supplied (above) will vary depending on restocking needs after emergency deployments, and cannot be guaranteed.<br><br><b>Plus EXW unit cost (in US Dollars)</b> as price indication for possible emergencies shipments in disaster times<br><br>See annex A for sample framework agreement |

Note: a single quote for price 1. or price 2. (above) as well as quotes for both is acceptable.

## **Composition of the product and details**

**Product:** The plastic bucket is equipped with a clip cover cap, a 50 mm outlet, a handle and shall have the capacity of 14 litres net. It will be used for water distribution in emergencies areas and enable people to collect safe drinking water. Each household / family shall be equipped with two clean water collecting containers – one bucket and one collapsible jerry can. The vessels shall be clean, hygienic and easy manageable with a

strong and durable quality for a long life span in tough conditions in disaster situations.

The water is protected from pollution with the clipped cover lid and a cap. It shall be easy to fill up and shall have the opportunity to pour out of the 50 mm opening. Additionally the bucket shall be easy to carry by hand with a strong flat handle. The head shall be formed with a round bottom shape and a reinforcing ring. A plastic tap shall be fitted at the bottom of each container. To facilitate cleaning, the bottom of the bucket shall have inner rounded edges.



Dimension: The external dimensions of a bucket shall be approx.

Height: 295 mm

Top diameter: 295 mm

Bottom diameter: 240 mm

Capacity: 14 litres net

Weight: 825 grams +/- 5 %

Part description: Bucket: A strong plastic bucket with a round bottom shape, with a reinforcing ring and inner rounded edges, capacity of 14 litres net.

Lid: Reinforced top as removable tight-fit lid on the bucket, clipped cover

Cap: Clip-fix on 50 mm opening with flexible attachment

Handle: Strong plastic, attached to the bucket, easy to carry

Tap: A tap will be fitted to the bottom of each container. The tap fits into a hole from the outside and a screw locking nut on the inside. 10% spare taps should be supplied within each pallet (in case any taps are lost).



**Material:** The bucket, the cover and the handle will be composed of UV stable HDPE high density polyethylene and LDPE low density polyethylene raw material. The mixture of the raw material is as follow:

**Bucket:** 100 % HDPE

**Cover:** 40 % LDPE  
60 % HDPE

**Handle:** 60 % LDPE  
40 % HDPE

**Colour:** **Bucket:** White  
**Cover:** Pantone 21 (orange)  
**Handle:** Pantone 21 (orange)

**Manufacturing:** The manufacture will be by injection moulding. All materials must be approved according to standards of the European Community and the United States of America and be regarded as **food safe**.

**Shelf life:** 10 years when kept in original packing between - 10 and + 50 degrees Celsius. All products shall keep their shape and colour without changing at least for a period of 1 year, be waterproof and have UV stabilized lamination.

## Quality confirmation of the product

- Food safe: The material must be approved as food and drinking water safe. A copy of the certificate must be submitted with the offer.
- User information: Any user information regarding the water bucket must be listed in the offer. Any user information necessary should be written in small letters on the carton boxes. The user information must cover the standards of the United States of America and the limits of the European Union.
- Quality production: The manufacturing and supply of the water buckets has to comply with the certificated norm of the DIN EN ISO 9000 family. A copy of the certificate has to be submitted with the offer.
- Quality testing: Each filled bucket must remain undamaged after a fall from 1.5 meters on every endurance test. The quality of the product must comply with an independent international certified organization, exempli gratia NSF International. A copy of the certificate including the test report of the product must be submitted with the offer.
- Material averment: If you did not provide the following documents on the actual offer in the past, we request their provision before the end of the tendering process. The hand over of the quality documents is one of the basic award criteria. Requested are:
- a raw material certificate
  - composition information on the ingredients and a certificate on the content of heavy metal
  - a migration test
  - confirmation certificate for drinking water and food safe material
  - user information regarding the water bucket
  - copy of the ISO certificate
  - certified test report of an independent international organization

## Visibility, colour and packaging

- Gravure: There shall be no gravure or marking on the bucket and its parts at all.
- Packing in boxes: 20 water buckets shall be well packed in one white or beige carton box with the maximum sizes of 33 cm length x 33 cm width and 112 cm high, volume approx. 1.2 m<sup>3</sup>. The cartons have to be robust, improving stability, stacking ability and keep its shape when transported. The costs of the boxes must be included in the offer.
- Marking: On the **four long sides** of each carton box the content shall be listed in black colour in English (by the size of approx. 20 cm width and 20 cm height). "Content: 20 water buckets with the capacity of 14 litres - use for humanitarian aid".

## Palletizing

### Palletizing:

16 carton boxes with 20 containers packed in each box, have to be well packed on an original Euro pallet with the size 1.20 m x 0.80 m (pallets to be provided by supplier - no exchange of pallets). Other pallet sizes are not acceptable. The carton boxes must stand in 2 rows with 4 cartons each at an Euro pallet and 2 Euro pallets must stable stand above each other (see attached pictures). For storage reasons packages must not overlap on the pallet sides. Pallets should be packed to the maximum high of 2.50 metres and a minimum height of 2.00 metres. The whole Euro pallet shall be shrink wrapped in a water-tight micro perforated plastic film (plastic foil) and strapped together with 4 straps of polyester band. An outside label in English will note the exact number and type of items inside, the month and year of manufacture and the supplier. The costs of palletizing should be included in the offer.



## Terms of the delivery

Delivery conditions: **DDU Panama City** (plus EXW price) - According to Incoterms 2000 to the following location:

According to the delivery condition DDU warehouse the supplier will be responsible for the transport, coverage for the insurance of the goods

and all the costs until the handover of the goods to the World Vision warehouse.

Delivery address:

**Panama:**

WFP-UNHRD warehouse (World Vision)  
Export Processing Zone (next to Maersk)  
East Corozal – Building 200 Omar Torrijos Avenue  
Panama City, Republic of Panama

### Quantities

**Panama                      6000**

**Bonded warehouse:** The World Vision warehouse is managed as customs bonded facility. No costs for customs shall be accrued and therefore we will not pay under any circumstances customs duties or taxes, such as VAT. If a supplier must add VAT by law, this must be listed separately together with the percentage and amount to be declared.

**Delivery:** A spot delivery of the relief items is desired. Goods shall be produced within 2 weeks of placing an order and directly delivered with the maximum delivery time of 4 weeks. Confirmation is required at least 5 working days before the delivery is expected.

**Country of origin:** The supplier will inform World Vision of the origin of the goods. A certificate of origin must be included with the delivery of the goods.

**Dangerous goods:** Any dangerous materials / goods must be declared with the offer. All materials must be approved according to standards of the European Community and the United States of America and variations declared.

**Reporting:** Once an order is placed, the supplier will provide a delivery progress report on a weekly basis to the appointed World Vision tender contact person. This includes any delays including the announcement and documentation of delays due to force majeure.

**Penalty agreement:** It is expected that the supplier will confirm a realistic delivery date, based on experience, for each location listed above; in an effort to treat every supplier equally, we will **reduce the total invoice amount by 3% for every week in delivery delay thereafter**. The first additional five working days (Monday to Friday) will be tolerated. A delay caused by force majeure (this situation being agreed in writing) will be exempted.

In case of contempt of the tender the costs of repacking will be reduced, according to the disbursements, on the amount of the invoice. **If original Euro pallets are not supplied, without prior written authorisation, we will reduce the invoice amount for each incorrect pallet by US\$25.**

## Offer and terms of payment

- Offered price: The price for each item shall include the whole production of the goods, the packages / bales, the markings and Euro pallets. All costs for transport and import (under DDU terms) will be considered in the offered price. No further costs, (i.e. stamps, stickers, packing, material, customs, delays, demurrages or any other costs), can be accepted after receiving the offer from the supplier. The offered price is regarded as an all-inclusive price.
- Currency: **The offer price must be given only in US Dollars.**
- Offer specification: The offer must show **all technical details for the product and implementation of our regulatory framework.** This includes the composition of the product, the basic conditions and **binding date for delivery**, the expiry date of the product (if appropriate), the sizes and the contents of the packing. We request a **complete written offer with detailed product specification** in English.
- Offer binding: The binding offer shall be valid for a period of three months.
- Sample: If the supplier has not provided a product sample (according to the above specifications) to World Vision within the past 12 months, we request its provision before the end of the tendering process.
- Payment: The terms of payment shall be 30 days after completed receipt of the goods. **After an accurate inspection of the goods, World Vision will pay what is owed via bank transfer** (please indicate your bank account details with IBAN and Swift on the invoice).
- Framework contract: The tender is valid for the **basic stocking of World Vision emergency facilities** and shall be directly implemented after the decision of the tender committee. **Additionally, we request your quote for a two-year fixed price preferred supplier agreement to facilitate further restocking requirements on an as-needed basis** – for example, after the deployment of goods (where the volume and quantities cannot be predicted). In such cases, the restocking process will recommence immediately. World Vision cannot guarantee that any restocking will take place at all within the two-year time frame, as relief responses are beyond our control. However, you should be aware that this situation can change at short notice.
- Confirmation / Audit: By supplying an offer, the supplier commits to the highest ethical standards. It is expected that no engagement in corruption, fraud, child labour, immoral, collusive or coercive practices, and threat of violence, will take place. We request your **confirmation of these ethical standards with the signing the attached document**, which is a basic

award criterion. By the signing the contract, the supplier agrees to participate in possible audits.

Awarding criteria: All suppliers will be treated equally and without discrimination of any kind. The tender committee will apply on the **criteria best value for money** / best price-quality ration. In the case of equal offers we would prefer the organization, which made apprenticeship places available. **Your detailed specifications of all costs will be listed in comparison to the tendered product.** The transport costs have to be part of the whole costs and have to be listed separate for each product.

Submission: The offer(s) have to be submitted to the following contact:

1.) Mail:

Mr. Daniel Ginsberg - personally  
World Vision Bonded warehouse  
c/o World Vision Deutschland e.V.  
Am Houiller Platz 4  
61381 Friedrichsdorf  
Germany

2.) E-Mail:

daniel\_ginsberg@wvi.org

3.) Fax:

+ 49-61 72-76 32 22 34

Start of tender: May 5, 2010, 0.00 a.m. Frankfurt time

End of tender: June 7, 2010, 12.00 a.m. Frankfurt time

All offers which arrive till the end date will be taken into consideration.  
Later arrivals or any other offers are not accepted.

Annex A: Confirmation of ethical standards

Annex B For sample framework agreement