

Request for Quotation
DIESEL GENERATORS AND ACCESSORIES
RFQ 004-2007

April 9, 2007
NRECA International, Ltd.

1.0 INTRODUCTION

1.1 NRECA INTERNATIONAL OVERVIEW

NRECA International, Ltd. Is a wholly-owned subsidiary of the National Rural Electric Cooperative Association (“NRECA International”) and maintains its headquarters at NRECA’s International’s offices in Arlington, VA. NRECA International has offices in six countries and is currently engaged in rural electrification projects in eleven countries

1.2 OBJECTIVE

The objective of this Request for Quotation (RFQ) is to solicit responses from qualified Respondents (suppliers, manufacturers, manufacturer’s agents or representatives) who will provide NRECA International with diesel generators, generator accessories, other equipment, and services to continue power plant development for the nascent electric utility being established that supplies power to the town of Yei in Southern Sudan. Responses to this document are expected to propose equipment, accessories and services that meet all stated requirements including all technical specifications.

1.3 ACKNOWLEDGEMENT OF RFQ

Respondents to this RFQ are instructed to acknowledge receipt of this Request for Quotation (RFQ) to confirm Respondent’s participation in this RFQ via email notification to the RFQ Consultant as identified in Section 4.5 hereunder. All correspondence with NRECA International concerning this RFQ including questions and acknowledgements shall be solely with the RFQ Consultant and in accordance with Section 4.5 hereunder.

2.0 REQUIREMENTS

2.1 GENERAL REQUIREMENTS

NRECA International invites qualified Respondents legally established either in any country of East Africa or the United States of America to submit responses to this RFQ for the supply of generators, generator accessories, other equipment and services.

Manufacturers of the material and/or equipment included in this RFQ may provide responses directly in their own name, if qualified, to NRECA International under the terms and conditions hereunder. Material and/or equipment distributors and manufacturer's representatives or agents may also submit responses, if qualified, under the terms and conditions herein. Responses from Respondents other than manufacturers of the material and/or equipment required in a response to this RFQ, must include a certified letter(s) from the manufacturer(s), or other proof satisfactory to NRECA International, that such Respondent is authorized by the manufacturer to furnish and deliver the material and/or the equipment and that such material is warranted by the manufacturer to meet the requirements herein.

Any transactions resulting from this RFQ will be financed under USAID/NRECA Cooperative Agreement 623-A-00-05-00310-00. The authorized geographic code for procurement of good and services hereunder is the modified free world. The Authorized geographic code is 935.

All goods including diesel generators, generator accessories and other equipment procured under this RFQ shall be delivered on the engine pad at the New Powerhouse, Yei, South Sudan (the Point of Delivery) no later than 18 weeks from acknowledgement by the Respondent of the Purchase Order.

All items including material, accessories, spares, and other equipment must be compliant with requirements and specifications herein including technical compliance with specifications referenced in Table 1 below. Compliance with specifications must be documented and presented in the response to this RFQ.

Table 1: Table of goods to be procured

Item	Description	Capacity Each kVA	Quantity	Total Capacity kVA	Specifications
1	Diesel Generating Sets	500	4	2000	See Annex IV
2	Switchgear		Lot		See Annex IV
3	Spare Parts		Lot		See Annex IV

Form of payment will be made in accordance with ANNEX II – Sample Purchase Order included in this RFQ.

Terms and Conditions shall be in accordance with ANNEX III – Purchase Order Terms and Conditions.

Unless otherwise provided herein, Shipping and Handling will be in accordance with ANNEX III – Purchase Order Terms and Conditions

U.S. Flag vessels shall be used unless unavailable. If a non- U.S. Flag vessel (s) is to be used, certification justifying the need for such vessel(s) must be provided in advance to NRECA International.

In the case of late delivery by the Respondent, Respondent will be penalized at the rate of 0.5% of the total awarded amount, per day late as indicated in the Purchase Order, up to a maximum of 20% if the total value of the award.

2.2 REQUIREMENTS AND SPECIFICATIONS

Responses to this Section should concisely address the specifications or requirements as they are presented. If any of the specifications or requirements cannot be met, this must be prominently identified in the response.

ANNEX IV attached hereto and incorporated herein includes situational and operating condition requirements along with technical specifications for diesel generators, accessories, switchgear, spare parts, other equipment, and services.

ANNEX II and ANNEX III attached hereto and incorporated herein include a purchase order template containing requirements and terms and conditions that shall also be addressed and used by Respondent when providing a response to this RFQ.

ANNEX I attached hereto and incorporated herein includes transportation, delivery, insurance and other logistical requirements along with some pricing directions and requirements.

All items including material, accessories, spares, and other equipment must be compliant with requirements and specifications herein including technical compliance with specifications referenced in Table 1 below. Technical compliance with specifications referenced in Table 1 must be documented and presented as part of the response to this RFQ. The table in ANNEX 1 must be used to provide price information as further described hereunder.

2.3 RESPONDENT QUALIFICATIONS

Please provide information on the following:

Request for Quotation

NRECA International, Ltd. - Confidential and Proprietary

2.3.1 *RESPONDENT OVERVIEW*

- Main lines of business.
- Organization and structure.
- Locations - headquarters, implementation, and support.
- Number of employees - total and by major department.
- Number of contractors - total and by major department.
- Company mission and vision statements.
- Strategic relationships with other suppliers.
- .

2.3.2 *REFERENCE INFORMATION*

Provide an overview of two (2) references who are existing clients and two (2) references who are no longer clients. For each reference include the following:

- Client name and main line of business.
- Respondent's rationale for including the specific reference (e.g., similar in size to NRECA).
- Client's principal location.
- Number of client employees.
- Brief narrative of solution provided for client.
- Length of business relationship.
- Client contact information including name, position, phone number, and extension.

3.0 PRICING INFORMATION

- Respondent must provide detailed price schedules, as described further herein including the price information required under ANNEX I. Pricing must be fully comprehensive, complete, and list any available discounts. Pricing information supplied with the response must be valid for at least 180 days from the response submission date. All one-time and recurring costs must be fully provided.
- Unless otherwise provided for herein, Respondent must quote total price F.O.B. port, Sea freight, handling, insurance (at 110% of material value) and total price DDU New Power Plant, Yei, South Sudan and include proposed shipping schedule.
- NRECA International reserves the right to increase or decrease the quantity of an item duly awarded in accordance with this RFQ at the unit price offered. This right shall be exercised, if at all, at the time the award is made.

Any costs not specifically requested herein but are required to meet requirements herein, must be summarized in a Schedule A under the label of "Other Costs" and provided in the response to this RFQ. The Respondent must include details in the Cost Proposal supporting any and all other costs. These details must include, at a minimum, detailed descriptions and/or specifications of the goods and/or services to be provided, quantities, and timing and unit costs, if applicable

4.0 RESPONSE PROCEDURES

4.1 OVERVIEW

This document was developed to provide Respondent with the necessary information to allow Respondent to prepare a comprehensive response. This section contains solicitation information and procedures, response submission instructions, and general response format requirements.

In the case that a response results in a procurement by NRECA International, the provisions of this document and the winning response (each of which shall be incorporated by reference), and any additional clauses or provisions required by law, or regulations in effect at the time of the execution of a contract will be included in the same.

4.2 LIABILITY

The issuance of this document and the receipt of information in response to this document shall not in any way cause NRECA International to incur any liability or obligation to Respondent, financial or otherwise. NRECA International assumes no obligation to reimburse or in any way compensate Respondent for expenses incurred in connection with Respondent's response.

4.3 USE AND DISCLOSURE OF INFORMATION

4.3.1 RESPONDENT INFORMATION

NRECA International reserves the right to use information submitted in response to this document in any manner it may deem appropriate in evaluating the suitability of the proposed solution. Materials submitted by Respondent that are considered confidential must be clearly marked as such. In the event that confidentiality cannot be afforded, Respondent will be notified and will be permitted to withdraw its response.

4.3.2 NRECA INFORMATION

This document has been prepared by NRECA International and is being given to Respondent, in consideration of Respondent's agreement to treat the information contained within this document and related business discussions as confidential, to provide Respondent with an opportunity to respond to NRECA International's requirements as contained further herein. The information enclosed in this document is proprietary to NRECA International. NRECA International is not conveying any ownership to any party by disclosing this information. By accepting this document, Respondent agrees that Respondent will: (1) treat this information as confidential; (2) not allow any other person or entity to see it or use it; and, (3) not use it in any way other than to prepare the requested response.

4.4 COMMUNICATION WITH NRECA STAFF AND AGENTS

- From the date that this document is issued until a determination is made and announced regarding the selection of one or more finalist Respondent(s), if applicable, contact between Respondent and any other NRECA International representative other than the contact(s) described herein is prohibited. Violations of these conditions may be considered sufficient cause to reject a response and / or Respondent selection irrespective of any other condition

4.5 RESPONSE PROTOCOL

Responses must be submitted no later than 2:30 PM, U.S. A. Eastern Daylight Savings Time (6:30 PM GMT), on Wednesday, April 25, 2007 to the RFQ Consultant. NRECA International, at its sole discretion, may elect to return responses received after the deadline.

Responses that are less than 10MB in size should be sent via e-mail to the RFQ Consultant listed below. Responses that are greater than 10 MB in size must be sent to the RFQ Consultant electronically in multiple 10MB files, each one no larger than 10MB. Responses should be submitted in Microsoft® Word™ format unless otherwise specified.

Dale Bartholomew
RFQ Consultant
NRECA International
4301 Wilson Blvd.
Arlington, VA 22203, U.S. A.
703-907-6699 (Office)
703-907-5537 (Facsimile)
dale.bartholomew@nreca.coop (E-mail)

NRECA International reserves the right to reject any responses or, at NRECA International's discretion, to solicit additional responses. NRECA International reserves the right to adjust the specifications or scope of the effort stated in this document. In the event that any modifications to the original document become necessary, all Respondents will be notified in writing by means of an addendum.

The entire cost for the preparation of a response, and the attendance at any conferences, oral presentation, key personnel interviews, confidential clarification sessions, or negotiation sessions (if conducted) shall be borne by Respondent.

4.5.1 WRITTEN QUESTIONS AND ANSWERS

Any explanation desired by Respondent regarding the meaning or interpretation of any provision contained herein must be submitted in writing, e-mail, or via facsimile to the attention of the NRECA International RFQ Consultant. NRECA International assumes no liability for receipt of letters or facsimiles, or assuring accurate or complete facsimile transmission.

4.6 EVALUATION CRITERIA

The NRECA International will judge each response based upon its understanding of the responses. NRECA International will conduct a fair, impartial, and comprehensive evaluation of all responses. If applicable, a contract will be awarded, taking into consideration the best interests of NRECA. The criteria for selecting a Respondent may include the:

- ability, capacity, and skill of Respondent to perform the requirements herein;
- character, integrity, reputation, judgment, experience, and efficiency of Respondent;
- quality of Respondent's services for other clients;
- proposed price and schedule; and
- demonstrated understanding of, and responsiveness, to the requirements herein.

NRECA International reserves the right to make a contract award without any further discussion with the Respondents. Therefore, responses should be submitted initially on the most favorable terms available to NRECA International. NRECA International has no obligation to reveal to a Respondent how a response was assessed or to provide information relative to the decision-making process.

4.7 RESPONSE FORMAT

Emphasis should be concentrated on conformance to the instructions contained herein, responsiveness to requirements, completeness, and clarity of content. Elaborate responses or "boiler-plate" materials are neither necessary nor desired.

Section	Section Title	Section Contents / Deliverables
	Letter of Transmittal	The Letter of Transmittal must be ratified by an official authorized to legally bind Respondent, and contain the name, address, telephone number, and facsimile number of Respondent's representative who is authorized to negotiate on behalf of Respondent. The letter of transmittal must also contain the name of the Respondent's company, the RFQ number and the due date.
	Table of Contents	(Self explanatory)
I	Executive Summary	High-level summary of the most important aspects of the response, containing a concise description of the proposal and cost.
II	Respondent Qualifications	A brief statement of Respondent's qualifications related to the requirements described herein.

Section	Section Title	Section Contents / Deliverables
III	Detailed Description of Quotation	<ul style="list-style-type: none"> • Detailed information of proposed solution to NRECA International's specifications and requirements; and specific responses to the questions and requests of NRECA International specified herein. • Each Quotation must include the following which can be easily located and identified: 1) Table form in Annex 1 completed, 2) Documentation of compliance with specifications, 3) Proposed shipping schedule, 4) Manufacturer's warranty (minimum of standard warranty) 5) Certified letter(s) from manufacturer or equivalent.
IV	Price Information	Provide detailed pricing in the format as further specified herein.
V	Terms and Conditions	Provide written, explicit agreement with NRECA International's ANNEX II and ANNEX III or provide detailed, written comments referenced to specific provisions.