



**Islamic Relief
Kenya**

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF BIDDER:	DATE: 24/10/2024
	REFERENCE: IRK/IRG/MLD/CHICKEN/001/10/24

Dear Sir / Madam:

Islamic Relief Kenya is an International Humanitarian Organization working in Kenya since 2006. Islamic Relief Kenya is committed to achieving its core vision of caring world where basic requirements of the needy are met. Islamic Relief's goal is to provide an increased access to water, sanitation, and education and health facilities.

IRK is planning to undertake the **Supply and Delivery of 8-weeks old chicken for LDP Project, Kilifi County** to improve the learning environment, boost enrolment and retention of learners.

A complete set of tender documents may be obtained Free of Charge by interested candidates by downloading from the link provided: Islamic Relief Kenya website: <https://islamic-relief.or.ke>

Complete one tender document in pdf format (**max 15mb**) with subject as tender name and reference number: **Supply and Delivery of 8-weeks old chicken for LDP Project, Kilifi County: TENDER: IRK/IRG/MLD/CHICKEN/001/10/24** to be submitted via email tenders@islamic-relief.or.ke no later than **Wednesday, 30th October, 2024 at 11:00 am**

1. Requirement

- a) One bid document in PDF format (**Maximum: 15mbs**)
- b) Validity of the Quotation: **30 days**
- c) Delivery Method: Only via email: tenders@islamic-relief.or.ke
- d) Incoterms: DAP
- e) Currency: **KSH**
- f) Payments: Within 30 days after receipt of invoice
- g) Completeness of documentations: Partial bids will not be accepted
- h) Language: English
- i) Evaluations: Mandatory, Technical, and Financial evaluations.

- j) VAT-eligible items, a 2% withholding VAT will be deducted and remitted to KRA by Islamic Relief Kenya.

The bid document prepared by the bidder shall comprise of the following:

- a) Valid Registration Certificate
- b) CR12 issued within the last 3 months
- c) Tax Compliant Certificate (TCC), **MUST** be verifiable online –itax
- d) KRA PIN with VAT obligation
- e) Business permit
- f) Company Profile with brief business description, physical location, address and company structure (**Max. 5 pages**).
- g) Evidence of Past Experience in **Similar** work done for the last 5 years e.g. at least 5 signed contracts supported with LPO and Certificate of completion.
- h) Copy of ID/Passport of Company Owner/Director
- i) Serialization of the tender documents using Paginated Numbering Machine
- j) Bank Statement for 6 months (1stApril 2024 – 30th September 2024).
- k) All copies of certifies/mandatory documents must be Certified by a Commissioner of Notary/Oath.

NB: - Partial delivery of the documents will lead to disqualification. Preference shall be given to qualified local supplier with valid licenses.

Instructions to Bidders

- All Prices should be inclusive of all applicable taxes if any. And invoices generated through ETIMs.
- This RFQ does not commit IRK to enter into any contract or agreement for products or services with any supplier responding to it.
- IRK reserves the right to accept or reject any quote, to annul the solicitation process and reject all Quotes at any time prior to award of PO, without thereby incurring any liability to the affected vendor.

Delivery Location.

	Quantity	Male	Female	Delivery Location
8-Weeks old chicken	3,000	1,500	1,500	
Number of Chicken feeds: 50kg sealed, labelled bags, indicating the batch number, production date, and expiration date.	1500			Kilifi County, Kinarani Ward, Kinarani Location

The live chicken and Feeds being supplied must meet the following criteria:

Specifications as follows.

- a. Chickens must be exactly 8 weeks old at the time of supply.
- b. Each chicken must be free from abnormalities, physical defects, or disabilities such as broken beaks, missing feathers, partial blindness, or damaged ears.
- c. The delivery must include 1,500 female chickens and 1,500 male chickens.
- d. Chickens must be recently vaccinated and dewormed, accompanied by a valid, verifiable vaccination certificate confirming their health status.
- e. At the time of delivery, the vendor must present a letter of no objection and a transportation permit from the nearest veterinary office where the chickens were sourced, along with a clearance letter from the Veterinary Office in Mariakani, Kilifi County, certifying the birds' health upon arrival.
- f. Feed must be supplied in 50kg sealed, labeled bags, indicating the batch number, production date, and expiration date.
- g. The feed must be appropriate for 8-week-old chickens, formulated for grower-phase poultry to support optimal weight gain and health and it must be fresh and free from mold, dust, or contaminants such as aflatoxins.
- h. At the time of delivery, the vendor must provide proof of sourcing from a certified manufacturer or feed mill and ensure the feed has clearance from the Veterinary Office in Mariakani, Kilifi County.

-All inquiries and questions should be addressed to:

Clarification of Bidding Documents: Procurement.irk@islamic-relief.or.ke

For Complaints Details: Compaints@irworldwide.org

Annex I: Price Schedule Sheet

This must be properly completed by the Bidder and returned with the Bid. Additional information can be attached according to the requirements herein.

S/no	Item Description/ Technical Specifications	QTY	Unit Price	Total Price
1	<p>a. Chickens must be exactly 8 weeks old at the time of supply.</p> <p>b. Each chicken must be free from abnormalities, physical defects, disabilities, or signs of injury, while also being healthy, strong, well-nourished, fat, and well-developed, with no signs of malnutrition.</p> <p>c. The delivery must include: 1,500 female chickens and 1,500 male chickens</p> <p>d. Chickens must be recently vaccinated and dewormed, accompanied by a valid, verifiable vaccination certificate confirming their health status.6. Veterinary Documentation</p> <p>e. At the time of delivery, the vendor must present:</p> <ul style="list-style-type: none">• Letter of no objection and a transportation permit from the nearest veterinary office where the chickens were sourced.• Clearance letter from the Veterinary Office in Mariakani, Kilifi County, certifying the birds' health upon arrival.	3000		
2	<p>a. Feed must be supplied in 50kg sealed, labelled bags, indicating the batch number, production date, and expiration date.</p> <p>b. The feed must be appropriate for 8-week-old chickens, tailored for grower-phase poultry to support optimal weight gain and health as they transition from starter feed.</p>	1500		

	<ul style="list-style-type: none"> c. The feed must be fresh and free from Mold, dust, or contaminants such as aflatoxins. d. At delivery, the vendor must present proof of sourcing from a certified manufacturer or feed mill. e. The feed must have clearance from the Veterinary Office in Mariakani, Kilifi County, ensuring it meets health and safety standards for the flock. 			
3	Transportation and other related costs	Lumpsum		
	Total			

Name of Bidder: _____

Authorized signature: _____

Name of authorized signatory: _____

Functional Title: _____

Tel Number _____

Date and Stamp /10/2024

Delivery Lead time:

