



SIRRI CARE FOUNDATION

MOTTO: "CARE FOR ALL"

Checkpoint along Digil road

Beside transformer GRA, Mubi North

LGA Adamawa State.

Website: www.sirricare.org

Email: info@sirricare.org

Tel: 07017372064,08039738830

TENDER DOCUMENT

Tender for the Supply of 600 Dignity Kits

Tender Ref No: SCF/GBVS/NHF24/ADM-011

Issue Date 09-04-2024

Closing Date for Submissions: 29-04-2024, 12:00 PM

1. Introduction

Sirri Care Foundation Sirri Care Foundation (Sirri Care) is a Women-Led Non-Governmental Organization (NGO) established in 2019 and formally incorporated in 2020. As a dedicated humanitarian organization, Sirri Care Foundation is committed to addressing the needs of vulnerable populations and fostering positive developmental change in underserved and crisis-affected communities. Our mission is rooted in the principles of empowerment, prevention, and protection, with a focus on uplifting the most vulnerable members of society, particularly women, children, and marginalized groups. By implementing targeted interventions, we strive to create sustainable solutions that enable communities to rebuild, thrive, and achieve resilience in the face of challenges. Sirri Care Foundation adopts a holistic approach to development by engaging in key areas such as Advocacy and Awareness Creation, Education, Healthcare, and Research. Through these pillars, we aim to tackle systemic issues, promote social inclusion, and drive impactful change that contributes to the overall well-being and empowerment of individuals and communities. As a Women-Led organization, Sirri Care Foundation is uniquely positioned to champion gender equality and inclusivity, ensuring that women, girls and persons with disability are not only protected but are also provided with the tools and opportunities to lead transformative change within their societies. **Mission**, Sirri Care is dedicated to safeguarding, preempting, and empowering women and girls. In partnership with the Gibran Books and Value Society (GBVS) and funded by the Nigerian Humanitarian Funds (NHF), Sirri Care invites tenders from prequalified vendors for the supply of 600 Dignity Kits, **Project Title:** *The Girl Child's Sickness is for the Girl Child Salvaging the Educational Potentials of Vulnerable Young Women, Girls, and Boys in Adamawa State (Gombi and Maiha LGA)*

The Dignity Kits will be distributed as part of a broader initiative to promote hygiene and sanitation in Gombi and Maiha LGA Adamawa State.

2. Scope of Work

Items and Quantities

No	Item Description	Quantity	Unit
1	Wrapper, 6 Yards, Cotton	600	pcs
2	Underwear, Cotton, Different Sizes (5 Pieces Each)	3000	pcs
3	Sanitary Pad, Reusable (6 Pieces Per Pack)	3600	pcs
4	Whistle	600	pcs
5	Toothpaste, Big Size	600	pcs
6	Toothbrush, Big, Soft	600	pcs
7	Detergent, 1 kg	600	pcs
8	Multipurpose Soap (4 Pieces Per Pack)	2400	pcs
9	Laundry Line	600	pcs
10	Pomade, Vaseline (500 ml)	600	pcs
11	Branded Face Mask (2 Pieces Each)	1200	pcs
12	Mat (6ft x 3ft)	600	pcs
13	Torchlight, Medium Size	600	pcs
14	Shaving Stick (1 Pack of 3 Pieces)	600	pcs
15	Comb, Finger, Big	600	pcs
16	Bucket with Lid (13 Liters)	600	pcs
17	Towel, Cotton, Medium	600	pcs
18	Bathroom Slippers (Pair)	600	pcs
19	Guide on Pads Maintenance	600	pcs
20	Hilmar/Hijab	600	pcs
21	Carrying Bag, Medium Size, Leather	600	pcs

Delivery Locations

Items must be delivered to SIRRI CARE office Mubi Check point along Digil Road Beside transformer GRA, Mubi North LGA Adamawa State.

Vendors should provide a detailed delivery timeline and logistics plan to ensure safe and timely delivery.

3. Eligibility Criteria

To qualify for this tender, vendors must meet the following criteria:

- **Company Registration:** Valid Certificate of Incorporation or Business Registration, Tax Clearance Certificate (last three years), VAT registration (if applicable).

- **Experience:** Minimum two years of experience in supplying hygiene-related materials or NFIs. Evidence of at least three completed contracts valued at ₦7 million or above within the last five years.
- **Capacity:** Ability to supply the required items within the stipulated timeframe, including adequate logistics arrangements.
- **Financial Capability:** Audited financial statements (last two years) and proof of access to credit facilities.

4. Submission Requirements

Interested vendors must submit the following:

1. Technical Proposal:

- Company profile and contact details.
- Proof of eligibility (registration documents, tax clearance certificates, etc.).
- Evidence of past experience, including contracts and references.
- Detailed delivery plan outlining timelines and logistics arrangements.

2. Financial Proposal:

- Unit price and total cost for each item.
- Breakdown of costs, including taxes, and other associated expenses.

Submissions should be delivered to:

Sirri Care Foundation Office Check point along Digil Road Beside transformer GRA, Mubi North LGA Adamawa State.

“SCF/GBVS/NHF24/ADM-011/QUOTATION FOR THE SUPPLY OF 600 Dignity Kits.”

5. Evaluation Criteria

Tenders will be evaluated based on:

- **Compliance:** Adherence to submission requirements and eligibility criteria.
- **Technical Capacity:** Experience, past performance, and ability to deliver quality goods.
- **Financial Competitiveness:** Reasonableness of costs and pricing transparency.
- **Delivery Plan:** Feasibility and efficiency of the proposed logistics.

6. Tender Timeline

- **Tender Issuance Date:** 09/04/2024
- **Deadline for Submissions:** 29/04/2024, 12:00 PM
- **Tender Opening:** 30/04/2024

- **Notification of Award:** 08/05/2024

7. Conflict of Interest

All vendors must disclose any potential conflicts of interest that may arise during the procurement process. Vendors are required to act with integrity and avoid actions that could undermine fairness and transparency.

8. Anti-Corruption Policy

Sirri Care Foundation enforces a zero-tolerance policy for fraud, corruption, and bribery. Vendors found engaging in such activities will be disqualified and reported to relevant authorities.

9. Contact Information

For inquiries regarding this tender, please contact:

Email: procurement.sirricarefoundation@gmail.com