



**REQUEST FOR QUOTATION: GOODS AND
RELATED SERVICES**



Procurement of Hospital Food Supplies

RfQ Number	Hospital Food Tender 2019/2020
Description	Hospital Food - Starchy Foods & Vegetables
Purchaser	Ministry of Health
Closing Date	6th April 2020
Opening Date	6th April 2020

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PART 1: Instructions to Bidders

1. Scope

- (a) The Purchaser is the Government of the Independent State of Samoa, represented by its **Ministry of Health**
- (b) This Request for Quotation ("RfQ") applies to the purchase of Goods & Related Services of a minor, simple nature up to the amount of \$100,000.00.

2. Bidder Eligibility - The Bidder must:

- (a) be a bona fide business unit known by the Purchaser to be suitably qualified, experienced and financially resourced;
- (b) provide an authenticated copy of its currently valid Business License;
- (c) if applicable, provide an authenticated copy of its VAGST Certificate from the Ministry of Customs and Revenue (Samoa); and
- (d) provide a notarized Power of Attorney authorizing the signatory of the Quotation to represent the Bidder, sign the Quotation and accept a Purchase Order/Letter of Award, unless the signatory has inherent authority to sign for the bidder.

The requirements in paragraph b, c & d may be waived if previously submitted documents are valid for the specified delivery period/completion period or quote validity period.

The Purchaser reserves all rights to reject any or all quotations submitted and ask re-advertise/re-tender the Goods and Related Services.

3. Bidder Qualification- The Bidder must provide:

- (a) a description of items and/or services related to those items, of similar nature & value with the items and/or services that are the subject matter of this RfQ that the Bidder has satisfactorily supplied within the last two years – these items or services must have an annual average value of **SAT\$25,000.00** or more.
- (b) details of all current contracts for Goods and/or Related Services currently in progress.
- (c) Manufacturers' authorization for non-manufacturers. The bidder should also provide a copy of manufacturers Good Manufacturing Practices (GMP) certification from the regulatory authority in the country of origin.
- (d) A bank statement in the name of the bidder for the immediately past three (3) months.
- (e) References & contract details of at least three (3) past or present clients who can attest to good character and reliability of the Bidder.
- (f) detailed work plan or delivery program that details how the Bidder will deliver the goods and provide related services within the timeframe required in this RfQ.

4. Responding to the Request for Quotation

- (a) The Bidder shall verify and take care to comprehend the description and specification of all items and/or related services.
- (b) The Bidder shall enter unit prices, extended prices and total price on the Request for Quotation form.
- (c) In submitting its quotation, the Bidder shall verify its agreement with stated provisions for quotation validity, delivery period, warranty period, manufacturer's authorization, bid security &

performance security. All proposed variations from stated conditions shall be justified in a covering letter and are subject to the approval of the Purchaser.

- (d) The Bidder is responsible for providing a complete and correct quotation. An incomplete quotation may be grounds to reject any quotation submitted.

5. Quotation Price:

- (a) All prices shall be quoted in Samoan Tala (SAT\$).
- (b) Prices shall be fixed for the duration of the specified period for delivery;
- (c) Unless otherwise stated, the quotation shall be for the full quantity stated in the RfQ;
- (d) Quoted prices for goods supplied from within Samoa shall be quoted tax inclusive, ex-works (EXW) plus local delivery charges to named place of delivery; and
- (e) Quoted prices for goods supplied from abroad shall include all insurances, duties, sales taxes & other taxes, plus local delivery charges to named place of delivery, with delivery terms CIP or CIF.

6. Bid Security

- (a) A Bid Security is required.
- (b) The Bid shall be valid for the period identified in the RfQ.
- (c) A Bidder who, without good cause, withdraws during the period of quotation validity, or does not accept corrections of errors, or fails to accept the Purchase Order if offered or fails to produce the Performance Security (if required) will be excluded from participating in Government RfQ process for one (1) year.

7. Quotation Submission

- (a) Bidders may submit more than one (1) quotation, provided quotations are for substantively different goods meeting the same description or specification.
- (b) Quotations should be submitted to the **Secretary Tenders Board, 4th floor, Ministry of Finance, Central Bank Building, Apia RfQ**, no later than the specified time & date
- (c) Subject to ITB 7(d), late quotation will not be considered and shall be returned to the Bidder unopened.
- (d) However, the Purchaser reserves the right to retain and open a late quotation if the number of quotations received is less than three (3). **PROVIDED THAT** the late quotation is received before the Evaluation Committee meets to examine the quotes.

8. Quotation Opening

- (a) The opening of quotations will be undertaken in accordance with section 3.47 of the Guidelines for Government Procurement and Contracting: Goods, Works and General Services.
- (b) The opening of the quotation shall be opened to Bidders, and interested members of the public to attend.
- (c) The results of the quotation evaluation shall be available on request, denoting only the successful Bidder.

9. Quotation Evaluation & Contract Award

- (a) Quotations shall be evaluated to establish substantial responsiveness to eligibility &

qualification requirements, specified technical schedules, commercial conditions and this RfQ.

- (b) After arithmetical checking and correction, the quotation of the Bidder(s) found to be substantially responsive shall be evaluated for lowest price, which shall be the basis of award.
- (c) Award notification shall be effected by the Purchaser issuing the Letter of Award (see Part 2) to the most substantially responsive Bidder.
- (d) Once the letter of Award is signed by both parties the:
 - i. RfQ at Part 3; and
 - ii. The General and Special Conditions at Part 4; and
 - iii. Specifications, of Items of Description of Goods and/or Related Services at Part 5;
 form the terms and conditions which will govern the performance of this Contract.
 The most substantially responsive Bidder shall be termed the 'Supplier'.
- (e) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations, or to cancel the quotation process at any time prior to the award.
- (f) The unsuccessful Bidder may, with seven (7) days of the announcement of the award, request reasons why it/they were not successful, but cannot request reasons why other Bidders were not successful.

10. Performance Security

- (a) If a Performance Security is required, the Purchaser shall issue a Letter of Acceptance which shall serve as notification of award.
- (b) The Bidder shall provide a Performance Security within seven (7) days of the letter of award, in the amount specified in the RfQ

11. Insurance

- (a) The basis of the agreement between the Purchaser and the Bidder will be that title and risk will pass upon by the Bidder and acceptance by the Purchaser. The Bidder will bear all risks for transportation between point of dispatch and point of delivery up until the Purchaser's acceptance.
- (b) Accordingly, the Bidder shall arrange appropriate insurance cover.

12. Packaging & Delivery

- (a) The Bidder shall ensure that all goods are appropriately packaged to avoid physical damage, breakage or corrosion
- (b) Delivery shall be made to the specified place of delivery within the specified delivery period.

13. Payment

The Purchaser shall make payment to the Bidder within thirty (30) days of delivery of goods and/or completion of related services

14. Inspection of Goods/Products

The Purchaser may request to view the items of Goods/Products during the evaluation of the Bidder's bid to deliver goods or goods related services. If a request to view is made to one (1) Bidder, it must be made to all Bidders.

15. Warranty

The Bidder must provide a warranty for all Goods/Products to be provided, for the period set out in the RfQ (see Part 3).

16. Corrupt & Fraudulent Practices

The Purchaser requires that Bidders observe the highest standards of ethics during the procurement and execution of government contracts, to the extent that corrupt, fraudulent, collusive and coercive practices and conflict of interest occurring in quotation, delivery & completion processes may result in disqualification, termination of purchase order and penal sanctions.

Eligibility/ Qualifications Compliance

No.	Complies? Tick	No.	Complies? Tick
2a	Required	3a	Not Required
2b	Required	3b	Not Required
2c	Required	3c	Not Required
		3d	Required
		4b	Required
		4c	Required

PART 2: LETTER OF AWARD

>insert date<

>insert the address of the Supplier<

LETTER OF AWARD: GOODS AND RELATED SERVICES Hospital Food Tender 2019/2020.<

1. The Government of Samoa (the 'Purchaser') issued the above request for quotation on >insert date< for the above Goods and/or related services. The deadline for the request for quotation closed on >insert date<. Your company (the 'Supplier'), as >insert description of the Supplier< submitted a quotation on >insert date<. The evaluation of the said quotation took place on >insert date<.
2. We wish to inform that your quotation has been successful. The Principal is desirous for you, the Supplier, to perform deliver the goods and/or the goods related services in accordance with the:
 - (a) the Request for Quotation, RfQ Ref No. >insert Ref No.< (the 'RfQ') inclusive of Instructions to Bidders;
 - (b) General Conditions of Contract attached to the RfQ;
 - (c) Special Conditions of Contract attached to the RfQ;
 - (d) Specification of items or goods related services at Part 4.
3. The Principal, acting by and through the Chief Executive Officer of the >insert procuring entity< now signs this letter to confirm that it accepts the RfQ by the Supplier. Please sign and date the space indicated as confirmation of your acceptance to carry out the supply and delivery of Goods and related services in accordance with documents canvassed in paragraph 2 of this letter.

SIGNED AND EXECUTED by the)
DIRECTOR GENERAL OF HEALTH,)
LEAUSA SAMAU DR TAKE NASERI)
In the presence of:)

.....
(Witness)

.....
(Name & Designation)

AFFIXED HERETO is the **COMMON**)
SEAL of [insert name of Contractor])
(Director)

In the presence of:

.....
(Director/Secretary)

PART3: REQUEST FOR QUOTATION



GOVERNMENT OF THE INDEPENDENT STATE OF SAMOA

Purchaser Name Ministry of Health
Purchaser Tupua Tamasese Meaole Hospital
Address Moto'otua, Samoa

Contact Details

Principal Procurement Officer, Mark Faatauvelo
 Tel. +685 68100
 Email markf@health.gov.ws
 Senior Procurement Officer, Amandarell Peseta
 Tel. + 685 68100
 Email copy amandarellp@health.gov.ws

TENDER: GOODS AND RELATED SERVICES

RFQ NAME.	Procurement of Goods and related services	Tender No.	Hospital Food Tender 2019/2020
TO	SUPPLIER'S NAME		
	CONTACT PERSON		
	OFFICE ADDRESS		

Please provide your quotation for the following goods & related services by **11am HTL**

Quotation Validity	120 days	RFQ APPROVAL		TY11B APPROVAL	
Required Delivery Period	12 months	Leausa Dr, Take Naseri		Melesete Soonalole	
Required Delivery Date	30 days after receipt of letter of award				
Delivery to	Tupua Tamasese Meaole Hospital				
Delivery Terms	EXW <input type="checkbox"/> CIP/CIF <input type="checkbox"/> NO <input type="checkbox"/>	Air Freight <input type="checkbox"/> NO <input type="checkbox"/>	Sea Freight <input type="checkbox"/> NO <input type="checkbox"/>		
Required Warranty Period	One Year	RfQ date of Issue:		March 2020	
Manufacturers Authorization	Not Required				
Performance Security	Not Required				
Inspection Report	Not Required				
No.	Description	Quantity	Unit	Unit Price	Extended Price
ATTACH SHEET FOR ADDITIONAL ITEMS			TOTAL		
We certify that we comply with eligibility & National Ownership requirements of Instructions to Suppliers clauses 2a to 2c.(overleaf). If our offer is accepted, we undertake (a) to deliver goods & services in accordance with our offer above, (b) to provide the Performance Security in the prescribed			<i>(sign & stamp)</i>		

form, amount & time (c) to abide by this quotation for the Validity Period stated above.		Supplier's Authorized Officer
COUNTRY (S) OF ORIGIN	[insert]	Date
<i>IF AVAILABLE, PLEASE ATTACH MANUFACTURER'S BROCHURE & SPECIFICATION SHEETS</i>		

TENDER RESPONSE SCHEDULE
PRICE SCHEDULE FOR GOODS TO BE SUPPLIED

5. Bulk Food Supplies					6.	7.	8.
Item No.	Description of Goods	Amount per Delivery	Unit	Deliveries per week	Unit Cost	Delivered Total Cost	Compliant (Y or N)
9.	<u>Vegetables</u>						
1	Chinese Cabbage	50 kg	per kg	3 times a week			
2	Pele Leaves	20 kg	per kg	3 times a week			
3	Tomatoes	30 kg	per kg	twice a week			
4	Short Beans	10 kg	per kg	3 times a week			
5	Long Beans	15 kg	per kg	twice a week			
6	Winged Beans	15 kg	per kg	one per week			
7	Egg Plant	25 kg	per kg	twice a week			
8	Head Cabbage	40 kg	per kg	3 times a week			

9	Green Pepper	20 kg	per kg	3 times a week			
10	Cucumber	30 kg	per kg	3 times a week			
11	Spring Onion	3 Kg	per kg	twice a week			
12	Green Pawpaw (esi moto)	10 kg	per kg	twice a week			
13	Pumpkin	90 kg	per kg	twice a week			
14	Lettuce fresh	5 kg	Per kg	once a week			
	<u>Fruit</u>						
15	Pawpaw (esi pula)	60 kg	per kg	twice a week			
16	Ripe Bananas	80 kg	per kg	twice a week			
17	Ginger	4 kg	per kg	once a week			
18	Lemons	5 kg	per doz	once a week			
19	Mature coconuts (popo)	200 popo	per each	once a week			
20	Drinking Nuts (Niu)	100 nuts	per nut	twice a week			
	<u>Others</u>						
21	Koko Samoa (koko malu)	4kg	per kg	1/fortnight			

22	Tauaga	20 tauaga	per tauaga	1/fortnight			
	<u>Starchy Foods</u>						
23	Taro Samoa	300 kg	per kg	once a week			
24	Green Bananas	150 kg	per kg	twice a week			
	<u>Fish</u>						
25	Fish Fillets (Masimasi)	100 kg	per kg	once a week			
	<u>Milk</u>						
26	Milk Skim	40 ltr	per ltr	7/fortnight			
27	Milk Whole	20 ltr	per ltr	7/fortnight			

Authorized Signature:		Date	
Name & Title of Signatory:	Name: Title:		
Duly authorised to sign on behalf of			
Company Name of Tenderer		Seal or stamp	

PART 4A: GENERAL CONDITIONS OF CONTRACT: MINOR GENERAL SERVICES

- 1 APPLICATION CONTEXT: These Conditions apply for use within the Independent State of Samoa as well international RFQ for Goods and related services or contracts awarded through request for Quotation processes for procurement of Goods related services within Instructions 3.7 of Part K of the Treasury Instruction 2016.
- 2 NAMES OF PARTIES: relative to the categories name in RfQ (see Part 3) above, the Purchaser will be the 'Purchaser' and the Bidder will be the 'Supplier'.
- 3 CONTRACT DOCUMENTS: Subject to the order of precedence set forth in clause 4 of these GCC, all documents forming the Contract (and all of its parts) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.
- 4 ENTIRE AGREEMENT: The Contract constitutes the entire Agreement between the Purchaser and the Supplier and includes the following documents which replaces all communications, negotiations and agreements (whether written or oral):
 - a. the Request for Quotation, RfQ Ref No. **RfQ 2019-2020 MOH** (the 'RfQ') inclusive of Instructions to Suppliers;
 - b. these General Conditions of Contract ("GCC");
 - c. Special Conditions of Contract ("SCC");
 - d. Specifications of Items or Description of Goods and Related Services as listed in Part 5; and
 - e. Supplier's Bid.
- 5 CONTRACT PERIOD: This Contract shall commence on the date specified in the SCC and shall be for a period as identified in the SCC (the 'Completion Period') and shall be completed by the Completion Date identified in the SCC.
- 6 CONTRACT PRICE: The Employer shall ONLY pay to the Supplier the Contract Price set out in the SCC. The Supplier shall provide the Employer or the Purchaser's Representative with an Invoice for Payment which shall:
 - a. State the description, quality and quantity of Goods and related services delivered;
 - b. Goods Received Note for the Goods and related services;
- 7 PRINCIPAL'S REPRESENTATIVE: The Purchaser's Representative shall be an Employee of the Principal responsible for liaising with the Supplier regarding contract administration. The Purchaser's Representative is set out in the SCC.
- 8 AMENDMENT: No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to this Contract and is signed by a duly authorized representative of each of the Parties to the Contract.
- 9 LANGUAGE: The applicable language of the Contract is English.
- 10 LAW: The applicable law of the Contract is the law of the Independent State of Samoa.
- 11 INTERPRETATION: If the context requires it, singular means plural and vice versa. The reference to one gender shall mean the other gender. All monetary references shall be to Samoan Tala unless otherwise stated.
- 12 COMMUNICATIONS/NOTICES: Communications between parties to the Contract shall be effective only when communicated or delivered in written form with proof of receipt, to the address specified in the SCC.
- 13 COPYRIGHT: Both parties shall observe requirements of the Samoa Copyright Act 1998 and international conventions concerning material produced by third parties.
- 14 CONFIDENTIALITY: The Parties shall keep confidential and shall not divulge to any third party any documents, data or other information furnished directly or indirectly in regard to the Contract, without written consent of the other Party.
- 15 CONFLICT OF INTEREST: The Supplier shall not have a conflict of interest. The Supplier warrants that to the best of its knowledge and after making diligent inquiry, at the date of signing the contract, does not have a conflict with the interests of the Employer or is likely to arise in the performance of the delivery of goods and related services. If during the performance of the Service a conflict of interest arises or appears likely to arise, the Supplier agrees to:
 - (a) Immediately notify the Employer in writing;
 - (b) make full disclosure of all relevant information relating to the conflict; and
 - (c) take such steps as the Employer may reasonable require to resolve or otherwise deal with the conflict.
- 16 CURRENCY OF PAYMENT: The currency for payment shall be in Samoan Tala except for Goods and related services being supplied by manufacturers or suppliers based outside Samoa. The exchange rate to be used for payment purposes shall be the prevailing rate on the day of payment as established by the Central Bank of Samoa.
- 17 PRICE ADJUSTMENT: Price adjustment for changes in economic conditions shall not apply to any contract resulting from RFQ processes.
- 18 TAXES AND DUTIES: The Supplier is liable for all taxes and duties, in accordance with the particular application context and the laws of the Independent State of Samoa.
- 19 ACCOUNTING, INSPECTION & AUDIT: The Supplier shall permit and also require its sub-Suppliers and consultants to permit, the Government and/or its authorized appointees to inspect the Supplier's office and all accounts and records relating to contract performance and/or tender submission and to have such accounts and records audited by the Government's appointed auditors. Moreover, acts by the Supplier to materially impede inspections and audits are a prohibited practice subject to termination and declaration of ineligibility.
- 20 LIMITATION OF LIABILITY: Except for its negligence or misconduct in performing the Contract and its related obligation to pay liquidated damages, the Supplier will not be liable to the Principal for any form of consequential loss or damage, loss of use, loss of production or loss of profits plus interest cost. The total liability of the Supplier under the Contract or civil law shall not exceed one hundred and fifty percent of the Contract Price, except that this shall not apply to costs of rectifying defective goods and other related services.
- 21 SUSPENSION: The Employer may, with written notice of the nature of default, suspend all payments to the Supplier if the Supplier fails to perform particular requirements of the Contract and shall require the Supplier to remedy the default within thirty (30) days of Supplier receiving the suspension notice.

- 22 TERMINATION: Where a party defaults on any of its obligations under this Contract, the other party may give notice requiring that the failure be remedied within fourteen (14) days and if not remedied within that time, may terminate the Contract immediately.
- The Purchaser may terminate the contract if any of the events set out in the SCC occurs.
- 23 FORCE MAJEURE: If, because of the result of an event of Force Majeure causing delay and the Supplier is unable to perform its Contract obligations, it shall not be liable for its Performance Security forfeiture, liquidated damages or termination for default. The Supplier shall notify the Purchaser in writing of such condition, its cause and the nature of the delay or its inability to perform its Contract obligations as soon as practicable.
- 24 LIQUIDATED DAMAGES: Unless the Completion Date is extended in accordance with clause 8., the Supplier shall pay damages to the Purchaser at a rate per week stated in the SCC for each week that the Completion Date is later than the intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. Payments under this provision shall not affect the Supplier's Liability. The Purchaser may deduct liquidated damages from payments due to the Supplier.
- 25 GOOD FAITH: The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the contract's objectives, operate fairly together without detriment to each other and exercise their best efforts to agree on actions which may be needed to remove causes of unfairness.
- 26 AMICABLE SETTLEMENT: Either Party with an unresolved issue concerning actions or inaction of the other Party may seek resolution through an independent third party empowered to enable resolution.
- 27 DISPUTE SETTLEMENT: Any dispute arising out of the Contract which cannot be settled amicably according to Clause 27 shall be settled in accordance with the provisions of the Arbitration Act 1976 of Samoa and best international practice.
- 28 INDEMNITY: The Supplier shall, at all times indemnify, hold harmless and defend the Purchaser, its officers, employees and agents from and against any loss or liability reasonably incurred or suffered by any of those indemnified arising from any claim, suit, demand action or proceeding by any person against any of those indemnified where such loss or liability was caused by any willful, unlawful or negligent act or omission of the Supplier, its employees, agents or Sub-Suppliers in connection with the Contract.
- 29 PASSING OF PROPERTY: Property in, and risk of loss of or damage to the Product shall pass to the Supplier upon delivery of the Product to the headquarters of the Purchaser, with its address set out at the SCC, Apia, Samoa. The Purchaser shall, upon delivery, provide the Supplier with an acknowledge in writing of receipt of the Products/Goods, thereby passing the property in, and risk of loss or damage to, the Product/Goods to the Purchaser.
- 30 INSPECTION, REJECTION AND ACCEPTANCE: GOODS/PRODUCTS:
- (a) The Purchaser or its Representative may, prior to the supply of the Goods/Products by the Supplier to the Purchaser and with reasonable notice to the Supplier, inspect any and all products that are to be supplied by the Supplier.
- (b) The Purchaser or its Representative may reject any or all products to be supplied by the Supplier if found not be in accordance with the Contract.
- (c) The Purchaser shall not be liable to pay for rejection or inspection of the Products/Goods or its associated materials or equipment.
- 31 INSURANCE: The Supplier will be responsible for taking out any appropriate insurance coverage during the duration of the Contract.
- 32 ASSIGNMENT: The Supplier shall not assign this Contract or sub-contract any portion of it without the Purchaser's prior written consent.
- 33 WAIVER: If a party does not exercise (or delays in exercising) any of its rights, that failure or delay does not operate as a waiver of those rights. A single or partial exercise by a party of any of its rights does not prevent the further exercise of any right. In this clause, "rights" means rights or remedies provided by this Contract or at law.
- 34 WARRANT ON GOODS/PRODUCTS: The warranty period for the Goods/Products, its associated materials and equipment shall be the period set out in the RfQ from delivery and its installation, whichever is sooner. If the Purchaser gives notice of any defect or omission discovered in any of the Goods/Products during the warranty period, the Supplier must correct that defect or omission without delay and at no cost to the Purchaser. The Supplier must meet all costs of, and incidental to, the discharge of its warranty obligations, including but not limited to any packing, freight, and disassembly and reassembly costs.

**PART 4B: SPECIAL CONDITIONS OF
CONTRACT: MINOR GENERAL
SERVICES**

GCC	Details
Clause 5	Commencement date: <i>{insert}</i> Completion Period: to be confirmed Completion Date: <i>{insert}</i>
Clause 6	The Contract Price shall be an amount not exceeding <i>{insert}</i> (inclusive of VAGST and subject to withholding tax)
Clause 7	Purchaser's Representative shall be: <i>Principal Procurement Officer,</i> <i>Tagaloa Mark Faatauvelo</i> <i>Tel. +685 68100</i> <i>Email markf@health.gov.ws</i> <i>Senior Procurement Officer,</i> <i>Amandarell Peseta</i> <i>Tel. + 685 68100</i> <i>Email</i> <i>amandarellp@health.gov.ws</i>
Clause 12	For communications to the: (a) Principal Procurement Officer It must be delivered to the following address: Ministry of Health, Apia, Samoa (b) Supplier It must be delivered to the following address: Tupua Tamasese Meaole Hospital, Ministry of Health, Moto'otua, Samoa
Clause 22	(a) The Supplier is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation. (b) The Supplier has delayed the completion of delivery of goods (Goods and related services) by the number of weeks for which the maximum amount of liquidated damages can be paid i.e. 0.5% of the contract price per day. The total amount must not exceed 10% of the Contract Price)
Clause 24	Rate per week: 0.5% Maximum amount: 10% of the Contract Price

PART 5:

TENDER SPECIFICATIONS AND SPECIFIC INSTRUCTIONS FOR GOODS AND RELATED SERVICES

Bulk Food Supplies					
Item No.	Description of Goods	Tender Specification	Amount per delivery	Unit	
	<u>Vegetables</u>				
1	Chinese Cabbage	High quality; Freshly harvested, Free from insects	50 kg	per kg	3 times a week
2	Pele Leaves	High quality and fresh green leaves, should be soft and tender, medium size and free from insects	20 kg	per kg	3 times a week
3	Tomatoes	Fresh tomatoes of any kind and of high quality	30 kg	per kg	twice a week
4	Short Beans	High quality and freshly harvested; green colour; no blemishes; should be soft and tender-not over matured	10 kg	per kg	3 times a week
5	Long Beans	High quality and freshly harvested; green colour; no blemishes; should be soft and tender-not over matured	15 kg	per kg	twice a week
6	Winged Beans	High quality and freshly harvested; free from insects; should be soft and tender-not over matured	15 kg	per kg	one per week
7	Egg Plant	High quality; freshly harvested, no blemishes	25 kg	per kg	twice a week
8	Head Cabbage	High quality; freshly harvested, free from insects	40 kg	per kg	3 times a week
9	Green Pepper	High quality; freshly harvested, green and no blemishes; Hot pepper not required.	20 kg	per kg	3 times a week

10	Cucumber	High quality; freshly harvested, green not yellow skin, no blemishes	30 kg	per kg	3 times a week
11	Spring Onion	High quality; freshly harvested, green leaves; roots and dirt removed	3 Kg	per kg	twice a week
12	Green Pawpaw (esi moto)	Minimum size 500g -1kg, should be high quality, freshly harvested, no blemishes and green in color	10 kg	per kg	twice a week
13	Pumpkin	Minimum size 1kg - 2kg, should be fresh and high quality	90 kg	per kg	twice a week
14	Lettuce fresh	should be fresh and high quality (5 kg in a box)	5 kg	per kg	once a week
	<u>Fruit</u>				
15	Pawpaw (esi pula)	Ripe pawpaw minimum size 500g- 1kg, high quality, freshly harvested, no rotten spots	60 kg	per kg	twice a week
16	Ripe Bananas	Should be Fai Palagi; good quality	80 kg	per kg	twice a week
17	Ginger	Should be high quality, freshly harvested; wash off soil and packed ready for delivery	4 kg	per kg	once a week
18	Lemons	From matured to ripe lemons, should be fresh and high quality	5 kg	per doz	once a week
19	Mature coconuts (popo)	Coconut with husk (Popo ma Pulu); good quality	200 popo	per each	once a week
20	Drinking Nuts (Niu)	Fresh and of high quality; minimum size 1kg	100 nuts	per nut	twice a week
	<u>Others</u>				
21	Koko Samoa	Fresh and of high quality (koko malu)	4kg	per kg	1/fortnight
22	Tauaga	packed with high quality	20 tauaga	per tauaga	1/fortnight

	<u>Starchy Foods</u>				
23	Taro Samoa	Of high quality, minimum size 14cm long, 8cm in diameter. Remove small roots and wash off soil. May require cooked sample during inspection	300 kg	per kg	once a week
24	Green Bananas	Should be (fai palagi) matured and high quality, minimum size 20cm long, remove stem, packed and ready for delivery in sacks or baskets	150 kg	per kg	twice a week
	<u>Fish</u>				
25	Fish Fillets (Masimasi)	Skin and bone removed, free flow, delivered frozen in sealed packs	100 kg	per kg	once a week
	<u>Milk</u>				
26	Milk Skim	Fresh milk; high quality	40 ltr	per ltr	7/fortnight
27	Milk Whole	Fresh milk; high quality	20 ltr	per ltr	7/fortnight

1. Tender-Securing Declaration

[The Tenderer shall fill in this Form in accordance with the instructions indicated.]

Date: *[date (as day, month and year)]*

Tender No.: *[number of tendering process]*

Alternative No.: *[identification No if this is a Tender for an alternative]*

To: *[complete name of Purchaser]*

We, the undersigned, declare that:

We understand that, according to your conditions, tenders must be supported by a Tender-Securing Declaration.

We accept that we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of *[number of months or years]* starting on *[date]*, if we are in breach of our obligation(s) under the tender conditions, because we:

- (a) have withdrawn our Tender during the period of tender validity specified in the Form of Tender; or
- (b) having been notified of the acceptance of our Tender by the Purchaser during the period of tender validity, (i) fail or refuse to execute the Contract; or (ii) fail or refuse to furnish the Performance Security, if required, in accordance with the ITT.

We understand this Tender Securing Declaration shall expire if we are not the successful Tenderer, upon the earlier of (i) our receipt of your notification to us of the name of the successful Tenderer; or (ii) twenty-eight (28) days after the expiration of our Tender.

Signed: *[signature of person whose name and capacity are shown]* In the capacity of *[legal capacity of person signing the Tender Securing Declaration]*

Name: *[complete name of person signing the Tender Securing Declaration]*

Duly authorised to sign the tender for and on behalf of: *[complete name of Tenderer]*

Dated on _____ day of _____, _____ *[date of signing]*
Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Tender Securing Declaration must be in the name of all partners to the Joint Venture that submits the tender.]