



MUMIAS SUGAR COMPANY LIMITED

TENDER REF: MSC-04-2017

**REQUEST FOR TECHNICAL PROPOSAL FOR SUPPLY OF APPROXIMATELY
2,500 METRIC TONNES OF NPK CaMgS (12:30:7:7:2:1) and 2,500 METRIC
TONNES OF NPKCaMgS (26:0:20:3:1) FERTILIZER FOR THE YEAR 2017**

Mumias Sugar Company Ltd
Private Bag
MUMIAS, KENYA
Website: www.Mumias-sugar.co.m
February, 2017

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SECTION: I

INTERNATIONAL TENDER

REQUEST FOR TECHNICAL PROPOSALS SUPPLY OF FERTILIZER

TENDER REFERENCE	MSC-04-2017
TENDER DESCRIPTION	Request for Technical Proposal for supply of approximately 2,500 metric tonnes of NPK CaMgS (12:30:7:7:2:1) and 2,500 metric tonnes of NPK CaMgS (26:0:20:3:1) fertilizer for the year 2017
REGISTRATION FEE	100 US Dollars or Equivalent in Kenya Shillings
MODE OF PAYMENT	Cash or Bankers Cheque payable to Mumias Sugar Company Ltd to be deposited in to the Company's account at any Equity Bank branch account number 0800263393821, Mumias branch

Mumias Sugar Company Ltd intends to prequalify suppliers to supply approximately 2,500 metric tonnes of **NPK CaMgS (12:30:7:7:2:1)** and 2,500 metric tonnes of **NPK CaMgS (26:0:20:3:1)** chemically compounded or Dry Blended fertilizer for the year 2017 to both its Nucleus estate and contracted farmers.

This is a two stage procurement process whereby only technically pre-qualified bidders shall be called up on to submit financial bids in the second stage.

MSC therefore invites manufacturers and/or their authorized agents to submit technical proposals for the supply of the above fertilizer.

Interested firms may obtain further information from the office of the **Chief Supply Chain Officer**, Tel: (254) 0711 094000 or 0734 600334/5, Email: tenders@mumias-sugar.com on normal working days beginning **date of advert**. The Pre-Qualification document can also be viewed and downloaded from the website www.mumias-sugar.com. Bidders who download the document from the website must forward their particulars immediately to tenders@mumias-sugar.com to facilitate any further tender clarification and addenda

Applications for pre-qualifications should be submitted in sealed envelopes marked with the tender name and reference number addressed to:-

The Chief Executive Officer
Mumias Sugar Company Ltd
Private Bag
MUMIAS

Completed tender documents should be deposited in the tender box at the office of the Legal Affairs Manager, Mumias so as to be received not later than **10th March 2017** at **9.30am** East African time.

The submitted prequalification documents will be opened on the same day. Applicants or their appointed representatives may attend the opening.

MSC is not obliged to accept any proposal or give reasons thereof. MSC decision on the pre-qualification process shall be final and only firms pre-qualified shall be invited to submit financial bids.

Canvassing will lead to automatic disqualification from the tendering process.

CHIEF EXECUTIVE OFFICER

SECTION II - INSTRUCTIONS TO APPLICANTS

2.1.0 General Introduction

The purpose of this Request for Prequalification is to invite fertilizer manufacturers or their authorized agents and traders to apply to be prequalified, in a two stage tendering process, for the tender to for supply of approximately 2,500 metric tonnes of **NPKCaMgS (12:30:7:7:2:1)** and 2,500 metric tonnes of **NPKCaMgS (26:0:20:3:1)** fertilizer for the year 2017.

Kindly provide the required information as per the documents provided. Incomplete information may lead to disqualification.

2.1.1 Objective

The main objective of the prequalification exercise is to establish a list of qualified firms who will be invited to submit financial bids at a later stage. Only firms that shall meet the criteria of evaluation set out in this document will be invited to later submit financial bids for supply of the fertilizer as specified.

2.1.2 Cost of Documentation

Participants shall bear all costs associated with the preparation and submission of the prequalification document; MUMIAS SUGAR will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification.

2.1.3 Contents of Solicitation Documents

Participants must show willingness to supply the total quantity required if prequalified to tender. Bidders offering to supply only part of the requirement may not be prequalified. You are expected to examine all corresponding instructions, forms, terms and specifications contained in the prequalification document; failure to comply with the requirements may affect the evaluation of the proposal submitted.

2.1.4 Clarification on Solicitation Documents

A prospective Supplier requiring any clarifications of the prequalification documents may notify MUMIAS SUGAR in writing at its mailing address or fax number and email address provided elsewhere in this document. MUMIAS SUGAR will respond in writing to any request for the clarification that it receives **5 days** prior to the deadline for the submission of documents. Written copies of the response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective candidates that have received the prequalification document.

2.1.5 Amendments of Solicitation Documents

At any time prior to the deadline for submission of prequalification document MUMIAS SUGAR may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective suppliers, modify the prequalification documents by amendment. All prospective Suppliers that have received the prequalification documents will be notified in writing of all amendments.

In order to afford prospective suppliers reasonable time in which to take the amendments into account in preparing their documents, MUMIAS SUGAR may, at its discretion, extend the deadline for the submission of bids.

SECTION III - SPECIAL CONDITIONS

3.1.0 Fertilizer Standard

Successful applicants who shall have been prequalified will be invited to tender for the Supply of **NPKCaMgS (12:30:7:7:2:1)** and **NPKCaMgS (26:0:20:3:1)** chemically compounded or Dry Blended fertilizers as per the Kenyan Bureau of Standard specification

Kindly visit the Kenya Bureau of Standards (KEBS) website to acquaint yourselves with the requirements of the specific standard. <http://www.kebs.org>, e-mail info@kebs.org. Or purchase a copy of the same from the bureau.

3.1.1 Type Of Fertilizer, Quantity:

Type of Fertilizer	Approximate Quantity in MT
NPKCaMgS (12:30:7:7:2:1)	2,500
NPKCaMgS (26:0:20:3:1)	2,500

3.1.2 Delivery Terms

The delivery Terms shall be either Delivered Duty Paid (DDP) or Cost and Freight (CFR).

3.1.3 Shipping Terms

Successful prequalified firms will be expected to tender by quoting for supply of the fertilizer under the following commercial terms.

Option 1: CFR

Terms of shipment	Bagged (50Kg)	Port of Discharge
Cost, and Freight	Bagged 50Kg	Mombasa

Option 2: DDP

Terms of shipment	Bagged (50Kg)	Delivery Point
Delivered Duty Paid	Bagged 50Kg	Mumias

3.1.4 Price

Price quoted shall be in US dollars per metric ton for international supplier, for Local supplier shall be in Kenya Shillings.

3.1.8 Negotiable Documents

The following documents shall be availed by the supplier in English.

- a. Pre-Export verification certificate of conformity (PVOC) issued by the Kenya Bureau of Standards' appointed agent.
- b. Quality analysis certificates issued by reputable inspection/analysis companies/laboratories.
- c. All other shipping documents as detailed as required

3.2.1 Warranty

The supplier shall give a warranty letter together with shipping documents stating that the fertilizer was free flowing at the time of loading and will remain free flowing at the port of discharge and that the said fertilizer is free from any defects.

3.2.2 Declaration Of Fertilizer Origin

Tenderers should disclose the manufacturers name and the country of origin.

3.2.3 Sample During Manufacture

A total of five (5) Kilograms of a representative samples will be drawn during and after completion of the manufacturing process but before shipment and sent to MUMIAS SUGAR at supplier's expense by courier service.

A detailed certificate of analysis in conformity with specification Kenya Bureau of Standards should accompany the sample.

The result of the sample analysis shall be communicated to the supplier before shipment / delivery.

3.2.4 Quality Inspection

The technical quality and quantity inspection should be carried out prior to the shipment and at the time of shipment by an independent internationally recognized laboratory acceptable by the purchaser at the suppliers own expense.

3.2.5 Pre-Export Verification Certificate Of Conformity (Pvoc)

A PvOC by a pre-shipment inspection company (PSI) covering the country of origin, duly appointed by the Government of Kenya, certifying that the fertilizer conforms to the specifications both in quality and quantity shall be submitted together with the invoices and Bills of Lading and this will form part of the negotiable documents.

3.2.6 Packaging and Labeling Specifications

The fertilizer shall be packaged in the materials that protect the product from physical, chemical and moisture contamination.

Marking and Labeling

In addition to compliance with statutory requirements for labelling, there shall be 'WARNING' or 'CAUTION' statement on the label for any product that Contains 0.3% or more of boron in water-soluble form and / or 0.001% or more of Molybdenum.

Outer bag specification:

Polypropylene woven

Weaves per sq. inch: 12 x 10 minimum

Weight: 120g minimum

UV stability: The bag shall be UV stabilized and the said material must have not less than 70% retention after 200 hours in the weather (test method 5304 US Federal standard 191)

Sewing thread: Shall be acid and heat resistant polyester thread with sufficient breaking strength.

Inner Bag Specification:

Polyethylene inner liner

Thickness 0.050 mm minimum

Weight 45g minimum

Empty Spare Bags and Sample:

2% empty spare bags to be provided free of charge together with the consignment. The empty bag should be shipped with the first vessel or distributed evenly within the vessels.

A sample of an empty bag should be sent to us for confirmation before you start bagging the fertilizer.

3.2.6 Weight

The net weight of fertilizer shall be 50kgs per bag.

SECTION IV - FERTILIZER SPECIFICATIONS

4.1 SPECIFICATIONS

The specifications mentioned hereunder are guidelines. They shall not in any way provide an excuse for not complying with the Kenya Bureau of Standards (KEBS) and ISO or any other internationally recognized specifications on this type of fertilizer.

4.1.1 FORMULATION FOR NPK CaMgS (12:30:7:7:2:1) (Planting)

- a) Nitrogen-total minimum 12% of which:
 - (i) NO₃ not less than 6%
 - (ii) NH₄ not more than 6%
 - (iii) There should be no Ureic or Cynamide Nitrogen
- b) P₂O₅- minimum 30%
- c) K₂O- minimum 7%
- d) The fertilizer shall not contain less than 7% Ca as CaO.
- e) The fertilizer shall not contain less than 2% Mg as MgO
- f) The fertilizer shall not contain less than 1% S as SO₄-S
- g) The pH value shall not be less than 4.5 and not more than 6
- h) Moisture content should not exceed 1.5%

Heavy Metal Contaminants

Heavy metals, if present, shall not exceed the following limits.

	Parameters	Limits (ppm)	Test Method
i.	Arsenic, (As),max	20.0	AOAC/AAS
ii.	Cadmium, (Cd),max	30.0	AOAC/AAS
iii.	Mercury, (Hg),max	0.1	AOAC/AAS
iv.	Selenium, (Se),max	1.0	AOAC/AAS
v.	Lead, (Pb),max	30.0	AOAC/AAS

4.1.2 FORMULATION FOR NPK CaMgS (26:0:20:3:1) (Top dressing)

- 1) Nitrogen-total minimum 26% of which:
 - i) NO₃ not less than 13%
 - ii) NH₄ not more than 13%
 - iii) There should be no Ureic or Cynamide Nitrogen
- 2) P₂O₅- not present
- 3) K₂O- minimum 20%
- 4) The fertilizer shall not contain less than 3% Ca as CaO.
- 5) The fertilizer shall not contain less than 1% Mg as MgO
- 6) The pH value shall not be less than 4.5 and not more than 6
- 7) Moisture content should not exceed 1.5%

Heavy Metal Contaminants

Heavy metals, if present, shall not exceed the following limits.

	Parameters	Limits (ppm)	Test Method
vi.	Arsenic, (As),max	20.0	AOAC/AAS
vii.	Cadmium, (Cd),max	30.0	AOAC/AAS
viii.	Mercury, (Hg),max	0.1	AOAC/AAS
ix.	Selenium, (Se),max	1.0	AOAC/AAS
x.	Lead, (Pb),max	30.0	AOAC/AAS

4.2 QUALITY

The fertilizer shall be chemically compounded and prilled/granulated by conventional prilling/granulation processes or Dry Blended. The fertilizer shall not be produced by such processes as bulk blending, physical mixture or compaction process. All the ingredients namely N, P₂O₅, K₂O, CaO, MgO and S shall be incorporated in the formulation before it is formed into prills/granules so that each individual prill/granule contains all the nutrients in the correct ratio of 12:30:7:7:2:1 and 26:0:20:3:1.

4.3 PHYSICAL CHARACTERISTICS

The fertilizer should be in the form of free flowing granules/prills, the particles size shall be such that not less than 90% by mass shall be in the particles size ranging from 1.00mm to 4.00 mm and shall conform to Kenya Bureau of Standards specifications for compound fertilizers.

4.4 RADIO ACTIVITY CONTAMINATION

The fertilizer shall be free from any radioactive contamination and a certificate from competent Government appointed authority from the manufacturer's country must accompany the shipping documents.

Financial information in US\$.	Actual : previous four years		
	2013	2014	2015
1. Business Turnover			
2. Total assets			
3. Current assets			
4. Total liabilities			
5. Current liabilities			

5.1.3 Manufacturing Plant Capabilities (40 Points).

The applicant must submit information to demonstrate manufacturing plant capacity to manufacture the required type and quantity of fertilizer within the specified delivery time.

Please provide the information in the format below;

Item of equipment:	
Current status	1. Current location 2. Details of current commitments
Source	3. Indicate source of the equipment * Owned * Rented * Leased
Production Capacity of the Manufacturing Plant per day (Through put)	
Manufacturing process	
Owner of Equipments <i>(if rented or Leased)</i>	4. Name <hr/> 5. Address of owner

	Telephone	Contact name and title
	Fax	Email
Agreements	Details or rental/lease/manufacture agreements specific to the project	

Bidders are also required to attach the fertilizer manufacturing company profile both in hard copy and soft copy inform of CD or any soft copy form to demonstrate the manufacturing plant capability to manufacture MUMIAS SUGAR type and quantity of fertilizer.

5.1.4 Personnel Capabilities (10 Points)

The applicant must submit a list of at least five key personnel whom it intends to assign to perform the contract if prequalified. The list should indicate the position to be held by each of the staff and their respective curriculum vitae. There must be two key personnel from both manufacturing plant and the commercial/shipping department of the bidder.

APPENDIX I - TIME TABLE FOR 2017 FERTILIZER DELIVERY

The supplier to provide the expected delivery time table upon been issued with Letter of Offer

ACTIVITY

Date

Action by Whom

APPENDIX II- CONFIDENTIAL BUSINESS QUESTIONNAIRE

1. General And Company Information

- i. Company Name-----
- ii. Trading Name (if different from above)-----
- iii. Legal status (partnership/sole proprietor/ Ltd. Company)-----
- iv. Company registration certificate No.----- (Attach Copy)
- v. VAT No. ----- (Attach a copy)
- vi. PIN No----- (Attach a copy)
- vii. Contact person: Name -----
- viii. Title-----
- ix. Tel No.-----
- x. Fax:
- xi. Physical address-----
- xii. Postal Address -----

- xiii. E-mail address-----Website-----
- xiv. Names of Directors: (Give names on a separate sheet)
- xv. Declaration Of Business relationship (company owner/management)

For purpose of transparency and fair dealing, all vendors shall make full disclosure of any existing business relationship with any MUMIAS SUGAR employee or Board Member.

Are you a relative or do you have a relationship with any MUMIAS SUGAR employee that would cause any real or perceived conflict of interest? No..... Yes.....

(Specify)-----

APPENDIX III- ADDITIONAL INFORMATION

Specify which category you belong;

1.1. Manufacturer

- *Yes*.....
- *No*.....
- *Nature of business*.....

.....

1.2. Trader

- *Yes*.....
- *No*.....
- *Nature of business*.....

.....

1.3. Local Agent

- *Yes*.....
- *No*.....
- *Nature of business*.....

.....

If you are a trader or Local Agent please indicate the companies that you represent and attach original official letter of appointment and manufacturer's certificate/ authorization.

Name of Company of Loading	Country Of manufacture	Country of supply	Town/ city	Port
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

N/B

- i. All bidders must attach full details of supplier and manufacturer company directors.**
- ii. All bidders must disclose compliance to international trading terms and embargo which may affect the performance of the contract if awarded contract.**

APPENDIX IV- COMPLIANCE CHECK LIST

Kindly indicate whether your prequalification document has complied with the following:

		YES	NO	COMMENTS
1	MUMIAS SUGAR specifications on the NPK formulations			
2	MUMIAS SUGAR specifications on physical characteristics			
3	MUMIAS SUGAR instructions on packaging specifications			
4	MUMIAS SUGAR instructions on terms of shipment			
5	MUMIAS SUGAR's terms of payment			
6	MUMIAS SUGAR's Delivery option			
7	MUMIAS SUGAR'S delivery timelines			

Your comments include your preferred alternatives and how they shall benefit both parties logistically and financially.

APPENDIX V- DECLARATION

The signatory of this tender having read the tender requirements, conditions, and specifications guarantee the trust and accuracy of the bid given herein, and are an authorized officer or agent of the company.

Company Name _____

Information submitted and completed by:

Full Name: _____

Title: _____

Company Seal: _____

Signature _____

Date: _____