

Centre for Disability in Development (CDD)



Call For-Tender

REF: CDD/UKH/COX/Tender-2024-2025/02

For Provision of ‘Accessible Mobile Rehabilitation Van on Rental Basis’

PURCHASER IDENTIFICATION

Centre for Disability in Development (CDD)

Project Office: 417 Kaium Building, In front of
Bangamata Fazilatunnesa Govt. Mohila College,
Gorubazar Road, Ukhiya, Cox’sbazar- 4750.

Contact details: procurement.ut.cdd@gmail.com

Contact Number: 01717111168

Head Office: A-18/6, Genda, Savar, Dhaka-1340,
Bangladesh Phone: 01713021695

Website: www.cdd.org.bd

The Centre for Disability in Development (CDD) is a not profit organization established in 1996 to develop a more inclusive society for persons with a disability. It is estimated that 16 million people in Bangladesh are living with a disability, receiving little or no assistance and excluded from mainstream life. CDD’s mission is to address this by simultaneously educating the community in how to be more inclusive whilst also enabling persons with a disability to participate in society by providing them with essential supports. In this way persons with disabilities can be given the same rights, freedoms, dignity and quality of life as everyone else. CDD works in partnership with a network of over 350 organization both nationally and internationally. CDD, has 15 site offices at Chattogram, Ramu, Ukhiya, Teknaf, Monohordi, Narsingdi, Fultola-Khulna, Debhata-Shatkhira, Rawmari-Kurigram, Pirgaca-Rangpur, Sharankhola-Bagerhat, Char Vodrasan-Faridpur and Jamalpur.

Background of Tender:

CDD is going to rent “Accessible Mobile Rehabilitation Van” for support to the persons with disabilities in Ukhiya and Teknaf Upazila under the project named "Inclusive specialized services for

vulnerable persons including persons with disabilities in Cox's Bazar Rohingya camps and host communities " (Phase 2) Y-3 and this project is funded by Handicap International (HI) - Humanity and Inclusion. CDD implementing this project at Ukhiya Upazila and Teknaf Upazila for the Host community people.

Instructions for submissions of Tender Schedule:

On behalf of Centre for Disability in Development (CDD) inviting price offer for the provision of "Accessible Mobile Rehabilitation Van". The tenderers are requested to read carefully and ensure compliance with all instructions here in. Non-compliance with any instructions in this document may disqualify the bidders from the tender exercise.

1. Procurement Procedure:

a) The procurement is handled via an open tender.

2. Requirements for the Accessible Mobile Rehabilitation Van with generator & camp setting:

VAN Specifications:

Type: Mobile Dispensary/Rehab Van

Vehicle Measurement: Length Min. 6000 MM, Width: Min. 1800MM and Height Min 2800MM

Fuel : Diesel-powered, Seat: 03

(Including 01 Spare Tyre)

Colour: Light Blue (similar to CDD Logo Colour)

Should be updated all Vehicle Documents like Tax Token, Fitness Certificate, Route Permit etc

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Generator:

Octane-powered Generator with sufficient power supply to operate the fans, bulbs and other electrotherapy instruments.

Special Features:

- Interior Layout and Design as per attached design (layout to accommodate rehabilitation equipment, treatment areas, patient assessment stations, and storage).
- Therapy Equipment (Install appropriate rehabilitation equipment, such as therapy tables, exercise machines, mobility aids, and assessment tools).
- Electrical and Power Supply (Install a reliable electrical system to power medical equipment and devices also Include backup power sources, like generators or battery systems, to ensure continuous operation).
- Accessibility and Mobility Aids (Include wheelchair ramps or lifts to ensure easy accessibility for patients with mobility challenges).
- Separate Soundproof Chamber for Hearing, Eye assessment and psychosocial counselling (As per design).
- Climate Control (Install an efficient heat protection system to maintain a comfortable temperature inside the van, especially for patients during therapy sessions).
- Storage and Cabinetry (storage solutions to keep medical supplies, rehabilitation aids, paperwork, and administrative items organized).
 - Lighting, Security and Privacy (secure storage for patient records, and compliance with privacy regulations).

- “ANNEX-A Supplier Evaluation Questionnaire” to be filled out, stamped, signed and submitted together with your quote.
 - The tenderers self-declaration “ANNEX-B Supplier Declaration Form” to be filled out, stamped, signed and submitted together with your quote.
 - Proof of experience/credentials for equivalent vehicle service (provide the copy of previous work order/ Certification of work completion).
 - Vehicle service should be as per CDD required specifications, alternative will not be granted. Alternative offers are not permitted.
- b) The original price schedule shall be used for quotation in its original form as provided by CDD in the tender document, however supplier can add his company letter head pad as addition to mention his price and teams & condition.

7. Financial offer

- a) Tenderer must quote the details of vehicle services.
- b) In case of a calculation mistake, the quoted unit price will be the deterrent.
- c) Quoted price should be inclusive of VAT.
- d) All prices are in Taka (BDT)

8. Submission of quote and further communication

- a) All quotes, including annexes and supporting documents must be submitted in a sealed envelope. Please state on the envelope:

Tender Documents – Please do not open!

REF.: CDD/UKH/COX/Tender-2024-2025/002 **For Provision of** “Accessible Mobile Rehabilitation Van” **Address:** 417 Kaium Building, In front of Bangamata Fazilatunnesa Govt. Mohila College, Gorubazar Road, Ukhiya, Cox’sbazar- 4750.

- b) CDD will prefer the submission with the latest quote 2 days before the deadline, it will not possible to extend the quotation submission deadline.
- c) CDD reserves the right to continue the further communication after submission of quotes via a combination of media (e.g. post, e-mail, phone).
- b) With submission of your price offer you confirm above mentioned conditions.

9. Evaluation & Award of Contract:

a) Procedure:

The decision for the award of contract will be determined via standard value method (Credit points divided by total price; ratio 50/50%). Credit points will be added up through the following criteria:

- **Cost (50%)**

- **Technical Offer (50%)**

- Proof of experience/credentials in equivalent works / for equivalent services (based on previous work order/Certification of work completion),
- All documents analysis
- Cost analysis

Score for each criterion is either 10 % (unacceptable), 40 % (satisfactory), 60% (good), 80% (very good), 100 % (excellent). In case of equal results, the offer with the higher credit point scorer bidder will be awarded.

- b) The CDD may – but is not obliged to – ask each tenderer individually for clarification of its quote including, samples, breakdowns of prices etc. within a reasonable time limit to be fixed by the evaluation committee.

- 9) **Terms of contract** - The contract between the Two (02) parties will be for Twelve (12) months

10) Vehicle Movement Area:

- a) Jaliapalong, Ukhiya , Cox's Bazar
- b) Sabrang, Teknaf, Cox's Bazar
- c) Whykong, Teknaf, Cox's Bazar

11) Terms of delivery and payment:

- a) Payments shall be made monthly basis. Monthly bill will be paid at the end of every month after successful completion of service and after submission of original invoice with vehicle log book.
- b) CDD will deduct TDS (Tax Deduction on Source) and VAT as per governmental rules (if applicable).
- c) CDD will pay the body rent and maintenance cost to suppliers
- d) Payment will be done by Account payee cheque in favor of your company.
- e) Vehicle service should be as per route plan. Any vehicle prior to 2007 model will not be accepted.

12) Bid Opening:

- a) All bid will open at CDD project office (Ukhiya,Cox's Bazar) by **29- Sep -24, 12.30 pm Bangladeshi Time**
- b) Tenderer can present at opening time.

13) CDD reserves the right:

- a. Accept or reject of partial or full tender process without assigning any reason.
- b. Accept/ reject any or all bid are without assigning any reason.
- c. Changed partial or full tender schedule any time before submission date.

Annex : A (Application Evaluation Questionnaire)

Centre for Disability in Development (CDD) appreciates the suppliers' efforts in responding to these questions. It helps CDD to identify potential suppliers and facilitate/speed up the supplier selection process. Please note that the completion of this questionnaire does not equate to any contractual link between CDD. CDD may, but is not obligated to send restricted tender announcements and / or request for quotations to companies who completed this questionnaire.

Company name:	
Type of company (Proprietor, Partnership, Limited, Public):	
Year and place of creation:	
Trade License Number:	
TIN Registration Number:	
VAT registration number:	
Address:	
Administrative address: (different)	
Proprietor/ Managing Director Name:	
Phone number:	
Email:	
Sales/contact person-1 Name and position:	
Contact mobile number:	
Email:	
Sales/contact person-2:	
Contact mobile number:	
Email:	
Date of submission:	

Supplier Registration Name : _____

Represented by : _____

Place : _____

Date : _____

Signature : _____

Annex : B (Supplier Declaration form)

TO BE COMPLETED BY THE SUPPLIER

I, the undersigned, **Name of owner** representing certify having read and understood the rules hereto.

On behalf of the **company Name** for which I act, accept the terms of CDD Best Business Practices and undertake to achieve the best performance should the contract be attributed to

I the undersigned, certify that **company name** has not been involve and will take all necessary steps not to be involved in or supply material support or any other resource to individuals or entities that commit, attempt to commit, recommend, facilitate or participate in fraud, active or indirect corruption, collusion, coercive practices, involvement in criminal organization or any other illegal activity or that do not respect Human Rights or basic social rights and minimum work conditions as defined by the International Labor Organization (ILO), in particular regarding child labor, discrimination, freedom of association, respect of the minimum wage, slave labor issues and compliance with work conditions and hygiene.

Finally, I hereby certify that **company name** is not involved in any current legal action or court proceedings as plaintiff or defendant, in its own name or on behalf of any other entity, for actions relating to fraud, corruption or any illegal activity and has never been found guilty of such practices.

Name:

Position:

Date:

Signature & Stamp:

Annex : C (Price Schedule)

SL	Items Required	Quantity	MoU	Unit Price	Line Amount
	<p>Accessible Mobile Rehabilitation Van (Customized) with generator & camp setting:</p> <p>VAN Specifications : Type: Mobile Dispensary/Rehab Van Vehicle Measurement: Length Min. 6000 MM, Width: Min. 1800MM and Height Min 2800MM Fuel : Diesel-powered, Seat: 03 (Including 01 Spare Tyre) Colour: Light Blue (similar to CDD Logo Colour) Should be updated all Vehicle Documents like Tax Token, Fitness Certificate, Route Permit etc</p> <p>Generator: Octane-powered Generator with sufficient power supply to operate the fan, bulb and other rehab instruments.</p> <p>Special Features: Accessible ramp with parallel bars, wheelchair, soundproof separate hearing assessment room with inbuilt foldable desk, movable/portable Tent, inbuilt medical bed separate by curtains, inbuilt foldable desk, sufficient space for carrying chair, table, generator etc. inside the van, heat protected roof preferable, proper light and fan facilities, storage and Almirah (Interior Layout and Design as per the attached design)</p>				
01	<p>Teknaf Vehicle Route Plan: Full-Day Package (08.00 am to 05.30 pm)</p> <ol style="list-style-type: none"> 1. Teknaf to Nayapara Sabrang surroundings areas to Teknaf (CDD Project Office). Approx (20km_two way) 2. Teknaf to Doingakata surroundings areas to Teknaf (CDD Project Office). Approx (90km_two way) 3. Teknaf to Shahporir Dwip, Sabrang surroundings areas to Teknaf (CDD Project Office). Approx (30km_two way) 4. Teknaf to Kharangkhali, Whykong surroundings areas to Teknaf (CDD Project Office). Approx (50km_two way) 5. Teknaf to Koyanchoripara, Sabrang surroundings areas to Teknaf (CDD Project Office). Approx (20km_two way) 	01	Vehicle		

02	Ukhia Vehicle Route Plan: Full-Day Package (08.00 am to 05.30 pm) 1. Ukhia to Duimoa surroundings areas to Ukhia (CDD Project Office). Approx (40km_two way) 2. Ukhia to Sonachori surroundings areas to Ukhia (CDD Project Office). Approx (30km_two way) 3. Ukhia to Chuangkhali surroundings areas to Ukhia (CDD Project Office). Approx (70km_two way) 4. Ukhia to Monkhali surroundings areas to Ukhia (CDD Project Office). Approx (80km_two way) 5. Ukhia to Boro Inani surroundings areas to Ukhia (CDD Project Office). Approx (40km_two way)	01	Vehicle		
Total Amount (Including VAT)					

- CDD will deduct TDS (Tax deduction at source) and VAT as per governmental rules (if applicable).
- The period of validity until 31st August-2025 from the deadline for the submission.
- Delivery Lead Time-

Date of offer:

Stamp & Signature of Bidder