



Tender Dossier for Dignity Kit Procurement - GISCOR

1. Introduction

The Grassroot Initiative for Strengthening Community Resilience (GISCOR) is inviting qualified entities to participate in a tender for the procurement of 200 Pieces of Dignity Kits. These kits are an essential part of GISCOR's initiative to bolster community resilience by providing essential items to women in need. The Dignity Kits will be branded with the USAID Logo and project information, as well as GISCOR's Logo.

2. Contents of the Dignity Kit

The Dignity Kit is comprised of various essential items, each included to address the specific needs and requirements of women. The contents of the kit are as follows, presented in a table for clarity:

Item	Quantity In one Kit
Sanitary Napkins, Ladies	6 Packs
Underwear, Women	6 Pieces
Toilet Soap	6 Pieces
Manual Washing Detergent	2 Pieces
Lotion/Vaseline	2 Pieces
Shaving Stick (Gillette Blue)	6 Pieces
Towel (1.5m x 0.7m)	1 Piece
Women Wrapper (6 yards)	1 Piece
Carry Bag (Medium)	1 Piece
Flashlight/Torch/Solar	1 Piece
Whistle	1 Piece
Bucket (20 Litre)	1 Piece
Mat	1 Piece
Hijab/Himar	1 Piece



3. Submission Requirements

Interested entities must meet the eligibility criteria as outlined in the initial tender dossier. Administrative Criteria are as follows:

- **Supplier/Company CAC Portal Status:** GISCOR will verify the status of the supplier/company on the CAC (Corporate Affairs Commission) portal to confirm their active or inactive status. Being an active company/supplier qualifies for participation, while being inactive disqualifies the entity.

4. Submission Methods

Both physical and online submissions are accepted as outlined in the original tender dossier. Please ensure all documentation and the [Supplier Registration Form \(Annex A\)](#) are included with the tender submission.

Submissions must be received no later than 9/11/2023.

Tender documents should be placed in a sealed envelope and deposited in the Tender-Specific Box provided at the submission location.

The bidder's Representative delivering the offer should ensure a receipt and tender record of delivery is obtained in the tender-specific log-book.

Submission Address:

Plot No 174 off Damboa Road, Adamawa Street

Opposite Nanne and Boi Hotel, Extension

Maiduguri, Borno State

We kindly request that all tender submissions adhere to the stipulated deadline of 9/11/2023 to ensure a timely and efficient evaluation process.

For online submissions, please forward the required documents to Procurement@giscor.org within the same deadline, mentioning "Tender Submission - [Your Company Name]" in the email subject. Online submissions should include all the required documents in electronic format.

Evaluation

5. Technical Evaluation

As this is an Invitation to Bid (ITB), the evaluation will include Yes or No criteria. Companies and suppliers that receive "Yes" for all applicable criteria will be qualified for the financial evaluation.

Criteria	Explanation
1. Supplier/Company Status	Verify if the supplier/company is currently active on the CAC (Corporate Affairs Commission) portal.



Criteria	Explanation
2. Compliance with Eligibility Criteria	Ensure that the supplier/company meets all the eligibility criteria outlined in the tender dossier.
3. Submission Deadline	Confirm if the tender submission was received by the specified deadline.
4. Sample Provided	Check if the supplier has provided a sample of the Dignity Kit.
5. Sample Conformance	Determine if the provided sample meets the specifications outlined in the tender, even if it's not branded.

For each of these criteria, "Yes" indicates compliance or meeting the requirement, while "No" indicates non-compliance or failure to meet the requirement. Companies and suppliers that receive a "Yes" for all applicable criteria will be qualified for the financial evaluation

6. Financial Evaluation

In the evaluation process for this procurement of Dignity Kits, multiple factors will be taken into consideration to ensure that the selected company/supplier aligns with the goals and requirements of the Grassroot Initiative for Strengthening Community Resilience (GISCOR). These evaluation criteria encompass not only the cost of the Dignity Kits but also their quality.

The primary factors to be considered during the evaluation process are:

a. Price: GISCOR is committed to responsible financial management and ensuring the best utilization of resources. As such, the cost of the Dignity Kits is a crucial aspect of the evaluation. Companies/suppliers offering competitive and reasonable prices will have an advantage.

b. Quality: The quality of the Dignity Kits is of paramount importance as they are intended for the well-being and dignity of the women who will receive them. Suppliers that provide high-quality products that meet the specified standards will be favorably evaluated.

The ultimate goal is to select the company/supplier that offers the best combination of price and quality. This ensures that GISCOR not only receives value for its investment but also maintains the integrity of the initiative by delivering products that genuinely serve the needs of the community.

The successful bidder will not be determined solely by price or quality but will be chosen based on a holistic assessment, considering compliance with the eligibility criteria, the ability to meet the technical requirements, and the provision of the most advantageous terms for GISCOR.

This tender dossier serves as a comprehensive guide outlining the specific items and requirements for the Dignity Kit procurement. All interested entities are strongly encouraged to submit their tenders in full compliance with the instructions provided herein to ensure their full consideration in the



procurement process. Your adherence to these guidelines will contribute to a transparent and efficient evaluation process, promoting the successful realization of GISCOR's community resilience objectives.