

ATTACHMENT 1: TERMS AND CONDITIONS

A. Definitions:

Offeror: The organization or firm providing quotes for the goods or services requested under this RFQ.

Buyer: JSI Research & Training Institute, Inc. - Herein referred to as JSI

B. Source/Nationality:

The authorized geographic code for this RFQ is 935. Code 935 is defined as any area or country including the recipient country, but excluding any country this is a prohibited source. (See ADS 310).

C. Award:

JSI intends to issue a Fixed Price Purchase Order(s) to one or more suppliers who best meet the criteria specified in the RFQ and are determined to be responsible and eligible suppliers for the specified items.

D. Evaluation & Selection Criteria:

Quotations will be preliminary reviewed for basic responsiveness and completeness. The quotations must be submitted on time and meet all requirements as stated above. Quotations not meeting these requirements may not receive further consideration. Quotations indicated that items will not be available before September 5, 2022 may not receive further consideration.

JSI will evaluate responsive quotations on a "best value" basis, considering a variety of factors including but not limited to technical acceptability of offered goods/services, product quality, price, lead time, warrantee and past performance.

E. Terms of Award

This document is a request for quotations only, and in no way obligates JSI or its donor to make any award. Please be advised that under a Fixed Price Purchase Order the goods/services must be delivered within the quoted total price. Any expenses incurred in excess of the agreed upon amount in the purchase order will be the responsibility of the Vendor and not that of JSI. Therefore, the Offeror is duly advised to provide its most competitive and realistic quotation to cover all foreseeable expenses related to supply of the requested items.

F. Payment Terms

JSI payment cycle is net 30 days upon receipt of goods/services, inspection and acceptance of goods/services as in compliance with the terms of the award and receipt of vendor invoice. Full cooperation with JSI in meeting the terms and conditions of payment will be given the highest consideration.

G. Delivery Terms

All items must be delivered to the following address within the timeframe or delivery dates specified in the quotation:

JSI Research and Training Institute, Inc.
USAID DISCOVER-Health
Incito Office Complex
Stand 45/D/REM 3-A/377 Warthog Road Kabulonga
Lusaka

The offeror must provide realistic time for delivery of goods taking into account all the factors from receipt of award to the delivery at required destination. JSI may impose financial penalties for not delivering within the committed time frame.

H. Offer Validity

The Offeror's quotation must remain valid for not less than 30 calendar days after the deadline specified above.

I. Negotiations:

The Offeror's most competitive quotation is requested. It is anticipated that any award issued will be made solely on the basis of these quotations. However, JSI reserves the right to request responses to additional technical, management and cost questions which would help in decision making. JSI also reserves the right to conduct negotiations on technical, management, or cost issues prior to the award of a contract with selected offeror(s). In the event that an agreement cannot be reached with a selected supplier(s), JSI reserves the right to enter into negotiations with alternate Offerors for the purpose of making the award without any obligation to previously considered offers.

J. Rejection of Quotations:

JSI reserves the right to reject any and all quotations received or to negotiate separately with any and all competing Offerors.

K. Incurring Costs:

JSI is not liable for any cost incurred by Offerors during preparation, submission, or negotiation of an award for this RFQ. The costs are solely the responsibility of the Offeror.

L. Modifications:

JSI reserves the right, in its sole discretion, to modify the request, to alter the selection process, to modify or amend the specifications and scope of work specified in this RFQ.

M. Cancellation:

JSI may cancel this RFQ without any cost or obligation at any time until issuance of the award.

