June 14, 2019

Request for Proposals (RFP) # PSM-HAITI-3PL-0119

Transportation of Health Commodity Services

Dear Sir or Madam,

Chemonics Foundation Haiti (hereinafter referred to as “Chemonics”), under the U.S. Agency for International Development (USAID) Global Health Supply Chain Program – Procurement and Supply Management (GHSC-PSM) project , USAID Prime IDIQ Contract No. AID-OAA-I-15-00004, is issuing a Request for Proposals (RFP) for the provision of health commodity transportation services in Haiti. The attached RFP, below, contains all the necessary information for interested Offerors.

The Global Health Supply Chain Program – Procurement and Supply Management (GHSC-PSM) project is a USAID program implemented by Chemonics in Haiti. GHSC-PSM endeavors to supply Haitian citizens with lifesaving pharmaceutical and medical supplies and simultaneously build the capacity of government organizations and agencies, health care facilities among others. The goal of GHSC-PSM is to ensure uninterrupted supplies of health commodities in support of United States Government (USG)-funded public health initiatives around the world.

Chemonics, as part of its support to Haitian Ministry of Health to assure commodity security in Haiti, is collaborating with the Direction de la Pharmacie, du Médicament et de la Médecine Traditionnelle (DPM-MT) to implement safe and secure commodity distribution from the project’s central warehouse, Fleuriot, to selected service delivery points (SDPs) across all 10 regions of Haiti. The transportation services requested in this RFP are aimed at ensuring timely health commodity availability at various SDPs in Haiti, in turn enabling health providers to deliver effective health services to their clients.

The purpose of this RFP is to solicit proposals for the transportation of health commodities that require a) cold chain and/or b) non-cold chain transportation services for temperature sensitive pharmaceuticals, laboratory reagents/consumables, non-medical consumables, and other health products. The successful offeror(s) will be required to facilitate transportation of these health products and other items from the project’s central warehouse, Fleuriot, located in Port-au-Prince, to approximately 276 SDPs in the designated routes/zones across the 10 regions of Haiti at regular intervals (typically quarterly with ad hoc distributions taking place on an as-needed basis) as specified by GHSC-PSM.

Following this RFP release, Chemonics anticipates awarding multiple subcontract(s) consisting of two components – 1. An indefinite Quantity Subcontract (IQS), and 2. One or multiple sub-task orders (STOs) under the IQS. During implementation of the work solicited in this RFP, the IQS instrument will serve as the governing subcontract for the work and relationship between the contractor and the winning subcontractors, while the STO instrument will be used by the contractor to order work from the IQS-holder(s) as needed. During the performance period, the winning offerors will be able to offer and deliver transportation services to the contractor only if it is an IQS-holder. Therefore, Chemonics may award a single or multiple IQSs to winning offerors(s) as a result of this RFP solicitation. Chemonics will then order transportation from individual IQS-holders only at its sole discretion and based on its project needs.

The time period for the delivery of transportation services will last for 12 months, from approximately October 1, 2019 to September 30, 2020. Chemonics may choose to extend the time period at its sole discretion. During the IQS time period, Chemonics intends to issue STOs based on a combination of factors, including, first, Chemonics’ judgement of the most advantageous price(s) offered by the IQS-holders. Other considerations will include the need for expeditious delivery; the reliability and trustworthiness of the offerors’ performance; unforeseen environmental factors that may affect delivery; force majeure factors; directions from Chemonics’ client(s); compelling host-government or beneficiary considerations; and/or any number of other USAID and/or prime contract considerations.

Companies or organizations are required to indicate their interest in submitting a proposal for the anticipated subcontract by sending an email indicating their intention via e-mail to the GHSC-PSM team at [HaitiTransportRFP@ghsc-psm.org](mailto:HaitiTransportRFP@ghsc-psm.org) by 15:00 (3:00 PM UTC-5 or US Eastern Standard Time) on June 25, 2019.

Chemonics realizes that Offerors may have additional questions after reading this RFP. In response, Chemonics will hold a proposal conference at Warehouse 118, Airport Industrial Park Fleuriot, Port au Prince at 10:00am (10:00 AM UTC-5 or US Eastern Standard Time) on June 27, 2019 to provide prospective Offerors with an opportunity to learn more about the GHSC-PSM project, to have questions about this RFP answered, and to learn more about the proposal and subcontracting process. Chemonics encourages all interested Offerors to attend the proposal conference. Pre-registration to attend the proposal conference is required. Please email your pre-registration and any advance questions to [HaitiTransportRFP@ghsc-psm.org](mailto:HaitiTransportRFP@ghsc-psm.org) by 15:00 (3:00 PM UTC-5 or US Eastern Standard Time) on June 25, 2019. For prospective Offerors who are unable to attend the bidders conference, dial-in instructions will be provided. In addition, a transcript of all questions asked and answered during the proposal conference will be shared following the conference. It is highly encouraged that you attend the conference. That said, if you are unable to attend but would like a copy of the questions, please send an email to: [HaitiTransportRFP@ghsc-psm.org](mailto:HaitiTransportRFP@ghsc-psm.org).

**Complete offers must be received electronically no later than 12pm (12:00 PM UTC-5 or US Eastern Standard Time) on July 15, 2019. No hard copy or faxed submissions will be accepted.**

**Attention: GHSC-PSM Haiti Contract Management**

[**HaitiTransportRFP@ghsc-psm.org**](mailto:HaitiTransportRFP@ghsc-psm.org)

This RFP does not obligate Chemonics to execute a subcontract nor does it commit Chemonics to pay any costs incurred in the preparation and submission of the proposals. Furthermore, Chemonics reserves the right to reject any and all offers if such action is considered to be in the best interest of Chemonics. This RFP has been released in English and French; if there is any dispute between the English and French versions, the English shall govern.

Sincerely,

Dr. Florence DUPERVAL GUILLAUME

Country Director

GHSC-PSM Haiti

Request for Proposals (RFP)

RFP # PSM-HAITI-3PL-0119

For the provision of

Transportation for Health Commodity Services

Contracting Entity:

Chemonics Foundation Haiti, “Chemonics”

Funded by:

United States Agency for International Development (USAID)

Funded under:

USAID Global Health Supply Chain Program – Procurement and Supply Management (GHSC-PSM) Project

Prime Contract Number

United States Agency for International Development (USAID),

Contract No. AID-OAA-I-15-00004; Task Order No. AID-OAA-TO-15-00007; Task Order No. AID-OAA-TO-15-00010; Task Order No. AID-OAA-TO-16-00018

**\*\*\*\*\* ETHICAL AND BUSINESS CONDUCT REQUIREMENTS \*\*\*\*\***

Chemonics is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical merit. Chemonics expects suppliers to comply with our Standards of Business Conduct, available at <http://www.chemonics.com/OurStory/OurMissionAndValues/Pages/default.aspx>.

Chemonics does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to both USAID and the Office of the Inspector General.

Employees and agents of Chemonics are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to USAID and the Office of the Inspector General. In addition, Chemonics will inform USAID and the Office of the Inspector General of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value or compensation to obtain business.

Offerors responding to this RFP must include the following as part of the proposal submission:

* Disclose any close, familial, or financial relationships with Chemonics or project staff. For example, if an offeror’s cousin is employed by the project, the offeror must state this.
* Disclose any family or financial relationship with other offerors submitting proposals. For example, if the offeror’s father owns a company that is submitting another proposal, the offeror must state this.
* Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
* Certify that all information in the proposal and all supporting documentation are authentic and accurate.
* Certify understanding and agreement to Chemonics’ prohibitions against fraud, bribery and kickbacks.

Please contact GHSC-PSM Haiti **Country Director, Dr. Florence Duperval Guillaume** [fdguillaume@ghsc-psm.org](mailto:fdguillaume@ghsc-psm.org%20) with any questions or concerns regarding the above information or to report any potential violations. Potential violations may also be reported directly to Chemonics at to BusinessConduct@chemonics.com or by phone/Skype at 001.888.955.6881.

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**List of Acronyms**

3PL Third-Party Logistics

CFR Code of Federal Regulations

CD Country Director

FAR Federal Acquisition Regulations

GHSC-PSM USAID Global Health Supply Chain Program–Procurement and Supply Management

NGO Non-governmental organization

IQS Indefinite Quantity Subcontract

IDIQ Indefinite Delivery Indefinite Quantity

RFP Request for Proposals

SDP Service Delivery Points

SOP Standard Operating Procedures

STO Sub Task Order

TCA Taxe sur les Chiffres d’Affaire (in French)

U.S. United States

USAID United States Agency for International Development

USAID/Haiti USAID Mission in Haiti

USG U.S. Government

VAT Value Added Tax

WHO World Health Organization

**Section I. Instructions to Offerors**

* 1. **Introduction**

Chemonics, the Buyer, acting on behalf of the U.S. Agency for International Development (USAID) (under prime IDIQ contract number AID-OAA-I-15-00004 for the GHSC-PSM in Haiti) is soliciting offers from companies and organizations to submit proposals to provide transportation services for health commodities throughout Haiti.

GHSC-PSM endeavors to supply Haitian citizens with lifesaving pharmaceutical and medical supplies and simultaneously build the capacity of government organizations and health care facilities. The purpose of this Request For Proposals (RFP) is to solicit proposals for regional/route-level transportation of health commodities that require: a) cold chain and/or b) non-cold chain transportation services for temperature sensitive pharmaceuticals, laboratory reagents/consumables, non-medical consumables, and other health products in Haiti. The winning offeror(s) will facilitate transportation of health products from the project’s Central warehouse, Fleuriot, located in Port-au-Prince, to approximately 276 selected SDPs[[1]](#footnote-1) along designated routes/zones in the ten (10) regions of Haiti on a quarterly basis, which will be specified by GHSC-PSM. The subcontractor(s) will be required to transport pharmaceuticals (including essential medicines, program commodities, etc.), non-drugs consumables, stationery and other health commodities to selected SDPs in any of the ten (10) Departments.

Chemonics anticipates issuing an award to one or multiple offerors who provide the best and most comprehensive solution to the scope of work for a reasonable cost. The award will be in the form of one or multiple Indefinite Quantity Subcontract (IQS) under which firm fixed price Sub-Task Orders (STOs) may, at Chemonic’s sole discretion, be issued to either a single IQS holder or multiple IQS-holders to procure transportation services. The successful Offeror(s) shall be required to adhere to the statement of work and terms and conditions of the IQS and subcontract, which are incorporated in **Annex 9** herein.

The time period for the delivery of transporation services will last from October 1, 2019 to September 30, 2020, for a total of 12 months. Chemonics may choose to extend the period of performance at its sole discretion. Chemonics intends to issue IQSs based on a combination of factors, including Chemonics’ judgement of the most advantageous price(s) submitted by the offerors. Other considerations will include the need for expeditious and on-time delivery; the offeror’s capacity to handle Chemonics’ requested workload; the reliability and trustworthiness of the offerors’ past performance with other organizations within Haiti; unforeseen environmental factors that may affect delivery; force majeure factors; directions from Chemonics’ client(s); compelling host-government or beneficiary considerations; and/or any number of other USAID and/or prime contract considerations.

Offerors are invited to submit proposals in response to this RFP in accordance with **Section I Instructions to Offerors**, whichwill not be part of the subcontract. The instructions are intended to assist interested Offerors in the preparation of their offers. Any resulting subcontract will be guided by **Sections II** and **III**.

This RFP does not obligate Chemonics to execute a subcontract nor does it commit Chemonics to pay any costs incurred in the preparation and submission of the proposals. Furthermore, Chemonics reserves the right to reject any and all offers, if such action is considered to be in the best interest of Chemonics.

Unless otherwise stated, the periods named in the RFP shall be consecutive calendar days.

* 1. **Offer Deadline**

Offerors shall submit their offers electronically.

Only electronic offers will be accepted. Offers must be submitted and received no later than 12:00 PM (12:00 PM UTC-5 or US Eastern Standard Time) on Monday, July 15, 2019 at the following address:

Attention: GHSC-PSM Haiti Transportation RFP

[HaitiTransportRFP@ghsc-psm.org](mailto:HaitiTransportRFP@ghsc-psm.org)

Faxed and hard-copy offers will not be considered.

Offerors are responsible for ensuring that their offers are received in accordance with the instructions stated herein. Chemonics reserves the right to consider offers received after the deadline but is in no way obligated to do so.

* 1. **Submission of Offers**

Offerors are responsible for ensuring their proposals are received by GHSC-PSM by the deadline stated in Section I.2. No offers submitted after the required deadline will be considered.

1. **Instructions for the Submission of Electronic Copies**

Offerors wishing to respond to this RFP must submit proposals, in English or in French, in Letter (8.5 x 11”) format, 12-point Times New Roman font, single-spaced, in accordance with the following instructions.

All proposals must be submitted in two volumes, consisting of:

* Volume 1: Technical proposal
* Volume 2: Cost proposal

The Offeror must submit the proposal electronically with up to 3 attachments (5 MB limit) per email compatible with MX Word, MS Excel, readable format, or Adobe Portable Document (PDF) format in a Microsoft XP environment. Electronic files should be submitted as PDFs or separate Excel files shared as attachments. Those pages requiring original manual signatures should be scanned and sent in PDF format as an email attachment.

The technical proposal and cost proposal must be kept separate from each other. Technical proposals must not refer to pricing data in order that the technical evaluation may be made strictly on the basis of technical merit.

No hard copy submissions will be accepted.

* 1. **Requirements**

To be determined responsive, an offer must include all of documents and sections included in I.4.A and I.4.B.

1. **General Requirements**

Chemonics anticipates issuing one or multiple subcontracts to a Haitian or international company or organization, provided it can legally operate in Haiti under the national laws and is in compliance with all applicable civil, fiscal, and other applicable regulations. Such a company or organization could include a private firm, non-profit, or civil society organization.

Companies and organizations that submit proposals in response to this RFP must meet the following requirements:

1. At least one (1) company or organization, whether for-profit or non-profit, must be legally registered under the laws of Haiti upon award of the subcontract.
2. At least one (1) company or organization must have a local presence in Haiti at the time the subcontract is signed.
3. Companies or organizations, whether for-profit or non-profit, shall be requested to provide a DUNS number if selected to receive a subaward valued at USD$30,000 or more, unless exempted in accordance with information certified in the Evidence of Responsibility form included in the required certifications in **Annex 4**.[[2]](#footnote-2)

Offerors may present their proposals as a member of a partnership with other companies or organizations. In such cases, the subcontract will be awarded to the lead company in the partnership. The leading company shall be responsible for compliance with all subcontract terms and conditions and making all partnership arrangements, including but not limited to division of labor, invoicing, etc., with the other company(ies). A legally registered partnership is not necessary for these purposes; however, the different organizations must be committed to work together in the fulfillment of the subcontract terms.

1. **Required Proposal Documents**

Cover Letter

The offeror’s cover letter shall include the following information:

1. Name of the company or organization
2. Type of company or organization
3. Address
4. Telephone number
5. Fax number
6. E-mail address
7. Full names of members of the Board of Directors and Legal Representative (as appropriate)
8. Taxpayer Identification Number
9. DUNS Number (if available)
10. Official bank account information
11. Other required documents that shall be included as attachments to the cover letter:
    1. Copy of registration or incorporation in the public registry, or equivalent document from the government office where the offeror is registered.
    2. Copy of company tax registration, or equivalent document.
    3. Evidence of Responsibility Statement, whereby the offeror certifies that it has sufficient financial, technical, and managerial resources to complete the activity described in the scope of work, or the ability to obtain such resources. This statement is required by the Federal Acquisition Regulations in 9.104-1. A template is provided in **Annex 3 Required Certifications.**

At its discretion, Chemonics may request other documents from an offeror to validate elements of the offeror’s proposal or to support the offeror’s claim of meeting the requirements set forth under I.4.A or I.4.B above.

A sample cover letter is provided in **Annex 1** of this RFP.

Technical Proposal

Offerors must prepare and submit a technical proposal. The technical proposal shall comprise the following two parts:

* **Part 1: Technical Approach.** This part shall be between 5 and 15 pages long but may not exceed 15 pages. **Part 1** includes the following sub-sections:

**Approach and Methodology**: The Offeror should provide a presentation of their strategy and approach to the scope of work described in **Section** **II.2**. Technical proposals should highlight components of the approach including details of the offeror’s response to the specific transportation services responsibilities under the scope of work and the resources, technical expertise and equipment which will be utilized to meet the required transportation deliverables detailed under the scope of work of this RFP solicitation during implementation of the proposed subcontract.

**Fleet Size, Quality and Variety**: This part must include information on offeror’s fleet management strcuture. Details should include the total number and types (truck and/or 4x4 size, model, and year) of vehicles in offeror’s fleet, specifying whether vehicles are owned, rented, or leased through third-party sub-contractors that meet the specifications included in the RFP. Hard-sided vehicles are preferred for commodity transport to the extent possible. In the event that an Offeror does not possess or have access to hard-sided vehicles at the time of Offer to Award, then Offeror will have to complete a financial plan and schedule how they will work to enclose their vehicles within four (4) weeks of the Offer to Award notice. Offerors may use third-party fleet/vehicles (rented) to transport the products. If renting vehicles, offeror must include details on how they identify and select transporters. The offeror’s vehicles should at a minimum comply with all standards provided under **Annex 6,** **Vehicle Verification Checklist**. After an initial review/evalution of submitted offers, the GHSC-PSM project in Haiti will contact short-listed candidates will be required to participate in a physical fleet evaluation, presenting both its owned as well as leased vehciles. Vehicles will be inspected for overall condition, up-to-date documentation (license plates, registration, and insurance) as well as “road readiness” (quality of tires, overall kilometrage to date, etc.) and that the transporter has the capacity to maintain products in approriate storage conditions during transport. For each vehicle owned or leased, offerors must submit one (1) copy of the title and registration. Any bidder whose vehicles do not pass inspection will not be awarded a contract.

Throughout the contract period, should offerors wish to use other vehicles not presented during the initial fleet evaluation, this would require pre-approval and inspection from the GHSC-PSM in Haiti project.

Offerors should also provide a list of past performance references, detailing the total volume and/or cost value moved, the companies or non-governmental organizations for which they provided services as well as contact information within said organizations. Past performance will weigh heavily in GHSC-PSM’s evaluation process.

**Cold-chain Distribution Capacity and Protocols**: Cold chain boxes or foam coolers with ice packs will be provided to selected transporters by the GHSC-PSM in Haiti project at the moment of dispatch. Selected transporters will be held responsible for the proper care and handling of cold chain boxes and/or foam coolers throughout the duration of the transport. Cold chain boxes and/or foam coolers will be provided to selected transporters prior to each distribution and will be returned to the GHSC-PSM Fleuriot Warehouse immediately following each distribtion cycle.

Cold-chain distributions are typically done using 4x4 vehicles. This is factored in as part of the Cost Tables to be completed by Offerors in **Annex 2.** Specific requirements regarding a) delivery time for cold-chain commodities to each delivery site; b) required temperatue recording procedures during delivery; and c) the procedures required for pick-up, return, and inspection of cold-chain boxes will be provided at the time of contract issuance.

1. **Capability for In-Transit Tracking**: Selected Offerors will be required to use Global Position Tracking (GPS) devices (portable or semi-portable) in all vehicles that will be making deliveries. The GHSC-PSM in Haiti project will provide selected Offerors with GPS tracking devices that must be installed in their vehicles. Specific requirements regarding: a) use of the GPS trackers; b) the procedures for pick-up, return, and inspection of GPS trackers will be provided at the time of contract issuance. GHSC-PSM in Haiti will also provide, as required, training to transporters on the use of GPS trackers. In addition to having GPS trackers within each vehicle, Chemonics reserves the right to place portable GPS trackers within any commodity carton, cold chain box, or foam cooler to validate that packages arrive safely at their given locations.
2. **Standard Operating Procedures for Cold and Non-Cold Chain Capacity**. While selected Offerors should already have their own Standard Operating Procedures (SOPs) for transport, they will be requested to review and incorporate within their SOP GHSC-PSM’s guidance for the transportation of all commodities, including temperature-controlled goods. Selected Offeror’s SOP should include language illustrating compiance with the standards provided under **Annexes 5 to 7** of this RFP as well as provide specific guidance on the use of GPS trackers as well as cold-chain box use and temperature monitoring. In the event that offeror does not follow the guidelines set forth in the SOP, the GHSC-PSM in Haiti, may, at is sole discretion, take action to stop work or terminate its contractual relationship with the selected Offeror.

* **Part 2: Personnel Management.** This part shall be between 2 and 5 pages long, but may not exceed 5 pages

Part 2 must include a description of the offerors capacity to supervise and manage its drivers and overall logistics and distribution management capacity. Specifically, **Part 2** should address the number of logistics/distribution managers (or equivalent position) the offeror has on staff, the number of drivers supervised by the logistics/distribution manager (or equivalent), and the number of years of experience of each logistics/distribution manager (or equivalent) in managing staff and distribution services. The offeror’s logistics/distribution manager should ideally have at least two (2) or more years of experience in managing other staff, including drivers, ensuring accurate paperwork and other data logs are completed reliably and accurately by drivers, ensuring boxes, containers and/or other cold-chain and non-cold chain items are delivered on time and without damage, and ensuring that communication between distribution provider and buyer is seamless and reliable.

In this section, the offeror must also propose a project manager with the required experience described above, who will be responsible for handling logistics and distribution for Chemonics. The selected subcontractor(s) will be required to seek Chemonics’ consent to replace any designated key personnel under the future awarded IQS or STOs. The offeror should include the key personnel’s most up-to-date resume and a full summary of the key personnel’s current job responsibilities. At a minimum, the proposed key personnel’s job responsibilities are expected to be similar to or exceed the aforementioned job requirements.

* **Part 3: Corporate Capabilities, Experience, and Past Performance.** This part shall be between 2 and 5 pages long but may not exceed 5 pages.

Part 3 must include a description of the company and organization, with appropriate reference to any parent company and subsidiaries. Offerors must include details demonstrating their experience and technical ability in implementing the Scope of Work in **Part II.2** and Deliverables in **Part II.3** (below). Offerors should demonstrate in its proposal a clear record of ensuring adequate funds are available for disbursement for high value bulk transactions. Additionally, offerors must include at least three (3) recent past performance references of similar work (under contracts or subcontracts) previously implemented as well as contact information for the companies for which such work was completed. Contact information must include at a minimum: name of point of contact who can speak to the offeror’s performance, name and address of the company for which the work was performed, and email and phone number of the point of contact.

Chemonics reserves the right to check additional references not provided by an offeror.

The sections of the technical proposal stated above must respond to the detailed information set out in Section II of this RFP, which provides the background, states the scope of work, describes the required deliverables of the selected subcontractor, and provides a deliverables schedule.

Cost Proposal

Offerors must prepare and submit a cost proposal to Chemonics. Offerors are strongly encouraged to propose their best and most competitive prices for transportation services as per the tables presented in **Annex 2** below. Offerors are not required to complete all of the cost tables but may elect to bid on solely select parts of the work (i.e., regular distributions only; or cold chain and regular distributions; or cold chain and ad-hoc distributions, or only special delivery, etc.).

* Table One – Quarterly Distribution Prices: illustrates the average volume in cubic meters (m3) distributed on a quarterly basis to each of Haiti’s 10 Departments as well as the estimated total number of sites (stops) a transporter may make within a given Department.[[3]](#footnote-3) For each Department, there are three different volume ranges, classified as low, medium, and high. The volume data is based on past performance actuals from 2017 and 2018. Offerors are requested to complete prices (three columns entitled “Prices Based on m3”) for Table One for the Departments in which they are interested in bidding. The price presented for each volume range is the price to transport one cubic meter (m3) of commodities to anywhere within that Department. For an offer to be valid, Offeror must provide prices for all three volume ranges for each Department in which it would like to provide transport services based on their capacities/fleet. Offerors may bid on one, some, or all of the Departments listed in the table below. They are not required to provide prices for all departments. All prices must be listed in USD.
* Table Two – Cold Chain Products: During regular distributions (typically quarterly), cold-chain products are required to be delivered to sites between 24 and 72 hours, to be defined per distribution site prior to Contract award. As such, said distributions are typically completed using 4x4 vehicles, as the volume of cold chain products is much less than the total volume of other commodities. Table Two lists the 10 Departments of Haiti as well as the average distance in kilometers from the Fleuriot Warehouse in Port-au-Prince to the Department “chef-lieu”. The “chef-lieu” name and average distance in kilometers are provided for information purposes only to assist Offerors with completing their bids. Offerors are asked to complete Table Two, which asks for the price per kilometer in USD by 4x4 vehicle to each of the ten Departments of Haiti. Offerors may bid on one, some, or all of the Departments with a per-kilometer rate and will not receive preference during the evaluation period based on the number of Departments in which they provide prices.
* Table Three – Ad Hoc Distributions: In addition to regular distributions, the GHSC-PSM project conducts ad-hoc distributions on an as-needed basis in between regular distribution cycles. These distributions typically include a smaller total volume per Department and/or site and can usually be delivered using 4x4 vehicles. Table Three lists the 10 Departments of Haiti as well as the average distance in kilometers from the Fleuriot Warehouse in Port-au-Prince to the Department “chef-lieu”. The “chef-lieu” name and average distance in kilometers are provided for information purposes only to assist Offerors with completing their bids. Offerors are asked to complete Table Three, which asks for the price per kilometer in USD by 4x4 vehicle to each of the ten Departments of Haiti. Offerors may bid on one, some, or all of the Departments with a per-kilometer rate and will not receive preference during the evaluation period based on the number of Departments in which they provide prices.
* Table Four– Special Deliveries: There are eight sites that are difficult to access by road for which the GHSC-PSM project provides health commodities, some of which are spread across three (3) islands. In addition, there are five sites where road access is limited either part of or all of the year due to the rainy season and limited road access. These sites are listed in Table Four. For each of these sites/locations, the Offeror is requested to provide a flat-rate price for delivery to these sites. To assist with developing the cost construct for these sites, Table Four lists the name of the sites requiring alternative transportation, the Department in which each site is located, the approximate number of cartons of commodities carried to each site, and the average weight in kilograms of said cartons. All prices are to be listed in US dollars**.**

Additional details regarding the required costing tables to be completed as part of the RFP submission can be found in **Annex 2.**

The total value of individual STOs solicited or issued under each IQS will depend on the level of work and/or nature of the deliverables required by Chemonics during the period of the IQS.

The offerors’ cost proposal shall consist of the following two parts:

**Part 1: Price of Services**

Offerors must prepare and present to Chemonics a table showing their best proposed prices (as provided in the sample tables under **Annex 2** for evaluation. The offeror’s prices should include all of the offeror’s operational costs. No profit, fees, taxes, or any other additional costs can be added after award. At the award stage, after evaluation is complete, a successful offeror’s prices will be established as fixed prices in an IQS between Chemonics and the winning offeror(s). Chemonics will thereafter, at its sole discretion, order from the IQS holders on an as needed basis, using STOs, at the fixed prices established in the IQS. As a result, offerors are strongly encouraged at this time to propose to submit their best, most realistic, and reasonable prices in response to this RFP.

**Guidance on Budget Preparation**:

Offerors should read the entire Scope of Work as provided under Section II.2 of the RFP, assess its organizational costs based on the information provided there, and develop their budgets accordingly.

Offerors are not required to submit separate detailed budgets to Chemonics. Offerors are only required to submit a table containing prices in the format as provided in the sample under **Annex 2,** along with cost notes as requested under **Part 2: Cost Notes** below. However, Chemonics may at any time during the evaluation period, and at its sole discretion, require offerors to submit additional information to further assess and validate offerors’ proposed prices for allowability, allocability, and reasonability.

All cost information must be expressed in U.S. Dollars (USD).

Taxes - Free and Exempt

The USAID-funded project under which this procurement is financed does not permit the financing of any taxes, TCA, tariffs, duties, or other levies imposed by any laws in effect in the Cooperating Country, and in accordance with the bilateral agreement between the Government of the United States and the Government of Haiti, Chemonics will submit the subsequent subcontract for exemption by the Cooperating Country government.

Therefore, Offerors are requested to submit quotations with any taxes, TCA, tariffs, duties, or other levies imposed by the laws in effect in the Cooperating Country(ies) clearly identified separately from the offered price.

Any resultant subcontract shall be priced as free and exempt from any taxes, TCA, tariffs, duties, or other levies imposed by the laws in effect in the Cooperating Country(ies). The Offeror shall not charge any host country taxes, TCA, tariffs, duties, levies, etc. from which this USAID program is exempt. In the event that any exempt charges are paid by the Subcontractor, they will not be reimbursed to the Subcontractor by Chemonics unless approved in advance in writing by Chemonics. The Subcontractor shall immediately notify Chemonics if any such exempt taxes are assessed against the Subcontractor or its subcontractors/Subcontractors at any tier.

Under any resultant subcontract, the Subcontractor shall be responsible for payment of all applicable taxes, as prescribed under the applicable laws, associated with wages/salaries/compensation for services rendered by individuals employed by the Subcontractor and who are directed to work as required under this Subcontract. The Subcontractor is liable for payment of all applicable taxes associated with revenues (profit), and other such taxes, fees, or dues for which the Subcontractor is normally responsible as a result of operating its business.

**Part 2: Cost Notes**

Offerors must prepare and submit Cost Notes that explain the basis for their proposed prices as detailed in the price tables found in **Annex 2.** If Chemonics requests additional information from Offerors to better understand their proposed prices, the Offeror must submit additional documentation as requested. The Offeror’s cost notes must provide sufficient detail to allow Chemonics to clearly see and understand the types of costs included in the Offeror’s proposed tier prices (such as insurance, fuel, labor, vehicle maintenance, etc.). Chemonics reserves the right to request additional price information if the evaluation committee has concerns of the reasonableness, realism, or completeness of an offeror’s proposed prices.

Under no circumstances may cost information be included in the technical proposal. No cost information or any prices, whether for deliverables or line items, may be included in the technical proposal. Cost information must only be shown in the cost proposal.

Please find under **Annex 2** sample cost tables for preparing your cost proposal.

* 1. **Source of Funding, Authorized Geographic Code, and Source and Origin**

Any subcontract resulting from this RFP will be financed by USAID funding and will be subject to U.S. Government and USAID regulations.

All goods and services offered in response to this RFP or supplied under any resulting award must meet USAID Geographic Code 935 in accordance with the United States Code of Federal Regulations (CFR), 22 CFR §228, available at: <http://www.gpo.gov/fdsys/pkg/CFR-2012-title22-vol1/pdf/CFR-2012-title22-vol1-part228.pdf>.

The cooperating country for this RFP is Haiti.

Offerors may not offer or supply any products, commodities or related services that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria. Related services include incidental services pertaining to any/all aspects of this work to be performed under a resulting contract (including transportation, fuel, lodging, meals, and communications expenses).

* 1. **Chronological List of Proposal Events**

The following calendar summarizes important dates in the solicitation process. Offerors must strictly follow these deadlines.

RFP published June 14, 2019

Proposal conference pre-registration deadline June 25, 2019 at 3pm

Deadline for written questions June 25, 2019 at 3pm

Proposal conference June 27, 2019 at 10am

Proposal due date July 15, 2019

Fleet evaluation Late-July 2019

Pre-selected companies (estimated) August 2019

Subcontract Award (estimated) September 2019

The dates above may be modified at the sole discretion of Chemonics. Any changes will be published in an amendment to this RFP.

**Proposal Conference.** A proposal conference will be held at the Chemonics GHSC-PSM’s office located at Warehouse 118, Fleuriot Industrial Park, and Port-au-Prince, Haiti June 27, 2019, at 10:00AM to provide interested offerors an opportunity to learn more about the USAID-funded GHSC-PSM project and to ask any questions about this RFP and the solicitation process. Chemonics welcomes any organization to attend this proposal conference. Pre-registration to attend the proposal conference is required. Please email your registration request and any advance questions by Tuesday, June 25, 2019, by 3pm via email to: [HaitiTransportRFP@ghsc-psm.org](mailto:HaitiTransportRFP@ghsc-psm.org).

Following the conference, written notes including questions and answers from the proposal conference will be provided electronically to all registered offerors.

**Written Questions and Clarifications.** All questions or clarifications regarding this RFP must be in writing and submitted to the GHSC-PSM Contracts Manager, at [HaitiTransportRFP@ghsc-psm.org](mailto:HaitiTransportRFP@ghsc-psm.org) no later than June 25, 2019, at 3:00PM. Questions and requests for clarification, and the responses thereto, will be circulated to all RFP recipients who have indicated an interest in this RFP. M3

Only written answers from Chemonics will be considered official and carry weight in the RFP process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees or representatives of Chemonics Foundation Haiti, the GHSC-PSM project, or any other party, will not be considered official responses regarding this RFP.

**Proposal Submission Date.** All proposals must be received no later than 12:00PM (noon) on Monday, July 15, 2019.

**Oral Presentations.** Chemonics reserves the option to have select offerors participate in oral presentations with the technical evaluation committee. Interviews may consist of oral presentations of offerors’ proposed activities and approaches. Offerors should be prepared to give presentations to the technical evaluation committee at the GHSC-PSM office within three (3) days of receiving notification.

**Fleet Evaluation (pre-award requirement).** After an initial review/evalution by GHSC-PSM in Haiti of submitted offers, all short-listed candidates will then be required to participate in a physical fleet evaluation, presenting both its owned as well as leased and/or third-party vehciles. Vehicles will be inspected for overall condition, up-to-date documentation (license plates, registration, and insurance) as well as “road readiness” (quality of tires, overall kilometrage to date, etc.). For each vehicle owned or leased, offerors must submit one (1) copy of the title and registration. Any bidder whose vehicles do not pass inspection will not be awarded a contract.The offeror’s vehicles will be inspected and evaluated against the standards outlined in **Annex 6**. Any transporter whose fleet does not pass inspection as per the details outlined in **Annex 6** will not be eligible for a contract.

**Subcontract Award (estimated).** Chemonics will select the proposal that offers the best value based upon the evaluation criteria stated in this RFP.

* 1. **Validity Period**

Offerors’ proposals must remain valid for ninety (90) calendar days after the proposal deadline.

* 1. **Evaluation and Basis for Award**

An award will be made to the offeror(s) whose proposal(s) is determined to be responsive to this solicitation document, meets the eligibility criteria stated in this RFP, meets the technical, management/personnel, and corporate capability requirements, and is determined to represent the best value to Chemonics. Best value will be decided using a tradeoff process.

This RFP will use the tradeoff process to determine best value for money. That means that each proposal will be evaluated and scored against the evaluation criteria and evaluation sub-criteria stated in the table below. Cost proposals are not assigned points as part of the Technical evaluation, but for overall evaluation purposes of this RFP, technical evaluation factors other than cost, when combined, are considered significantly more important than cost factors. If technical scores are determined to be equal or nearly equal, cost will become the determining factor.

In evaluating proposals, Chemonics will use the following evaluation criteria and sub-criteria:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Evaluation Criteria** | **Evaluation Sub-criteria** | **Maximum Points** | **Score** | **Comments or additional information** |
| **Section I-** **Technical Approach / approach, SOPs, RH** | |  |  |  |
|  | **Approach and Methodology**  Does the technical approach and detailed service implementation methodology proposed fulfill the requirements of the Scope of Work and expected deliverables effectively and efficiently? | 5 |  |  |
|  | **Standard Operating Procedures** The offeror’s standard operating practices (e.g. the offer has established rules for customer service, maintenance/servicing for vehicles in fleet, security, proper driver’s licenses for the drivers, personnel rotation, etc.). | 2.5 |  |  |
|  | **Past Performance**  Successful past performance providing services as requested in the RFP. Please include at least three (3) references from current clients as part of proposal submission (including name, address, representative, phone, and email address). | 7.5 |  |  |
|  | **Personnel Qualifications**  Management **s**taff and drivers with proven competency level to manage health commodities distribution such as cold chain products, managing drivers, and providing reliable ad responsive communications and logistics between the vendor and various buyers. The staff proposed (both management-level and drivers) must have at least two or more years of this type of experience, as well as successfully transporting high value cold and non-cold cargo. | 5 |  |  |
| **Total Points – Technical Approach** | | 20 |  |  |
| **Section I-Technical Approach/Fleet and equipment\*** | | 30 |  |  |
|  | **Fleet Details**  Fleet list and composition (footage/tonnage/volume capacity, condition, age, etc.). Offerors shall provide details on all trucks they own, lease, or contract via third-party contracts. Offerors shall provide copies of the registration in the technical offer for each truck it owns.  Evaluation criteria include:   * Hard-sided vehicles * Number of vehicles owned in fleet * Size of each vehicle (noting each truck’s footage, tonnage, and volume capacity) * Overall condition of vehicles (please submit photos) * Road-readiness of vehicles (age, maintenance records, tires, total kilometrage, etc.) * Appropriate documentation (vehicle registration, insurance, etc.) * Management capacity and experience to rent trucks and 4X4 vehicles * Financial capacity to rent vehicles and 4x4 vehicles (e.g., please submit documents to show cash flow, assets, line of credit, or other financial means enough for 2-3 months of operations) | 30 |  |  |
| **Total Points – Fleet and equipment** | | 30 |  |  |
| **Total Points** | | 50 |  |  |

\*Vehicles will be field inspected to ensure the documents and photos are accurate after offerors are short-listed but prior to award of contract.

Evaluation points will not be awarded for cost. Cost will primarily be evaluated for realism and reasonableness. If technical scores are determined to be nearly equal, cost will become the determining factor. Offerors will not be judged on the number of Departments in which they are willing to work but rather the prices offered per Department. Offerors are in no way obligated to bid on all Departments, as detailed in the cost notes of **Annex 2** below.

This RFP utilizes the tradeoff process set forth in FAR 15.101-1. Chemonics will award a subcontract to the offeror whose proposal represents the best value to Chemonics and the GHSC-PSM project. Chemonics may award to a higher priced offeror if a determination is made that the higher technical evaluation of that offeror merits the additional cost/price.

* 1. **Negotiations**

Best offer proposals are requested. It is anticipated that a subcontract will be awarded solely on the basis of the original offers received. However, Chemonics reserves the right to conduct discussions, negotiations and/or request clarifications prior to awarding a subcontract. Furthermore, Chemonics reserves the right to conduct a competitive range and to limit the number of offerors in the competitive range to permit an efficient evaluation environment among the most highly-rated proposals. Highest-rated offerors, as determined by the technical evaluation committee, may be asked to submit their best prices or technical responses during a competitive range. At the sole discretion of Chemonics, offerors may be requested to conduct oral presentations. If deemed an opportunity, Chemonics reserves the right to make separate awards per component or to make no award at all.

* 1. **Terms of Subcontract**

This is an RFP only and in no way obligates Chemonics to award a subcontract. In the event of subcontract negotiations, any resulting subcontract will be subject to and governed by the terms and clauses detailed in **Annex 9** Chemonics will use the template shown in **Annex 9** to finalize the subcontract. Terms and clauses are not subject to negotiation. By submitting a proposal, offerors certify that they understand and agree to all of the terms and clauses contained in **Annex 9**.

* 1. **Privity**

By submitting a response to this RFP, offerors understand that USAID is NOT a party to this solicitation.

**Section II Background, Scope of Work, Deliverables, and Deliverables Schedule**

1. **Background**

In April 2015, USAID announced a new approach to purchasing and distributing life-saving medicine and health supplies funded through its USAID Global Health programs in support of HIV/AIDS, Malaria, and Reproductive Health. USAID awarded the Global Health Supply Chain Program– Procurement and Supply Management project (GHSC-PSM) to Chemonics International, a parent company of Chemonics Foundation Haiti, as the lead contractor. An official program of USAID, GHSC-PSM’s goal is to ensure uninterrupted supplies of health commodities in support of United States Government (USG)-funded public health initiatives around the world, including Haiti. Chemonics Foundation Haiti is implementing GHSC-PSM in Haiti.

The purpose of this RFP is to solicit proposals for transportation of health commodities that require a) cold chain and/or b) non-cold chain transportation services for temperature sensitive pharmaceuticals, laboratory reagents/consumables, non-medical consumables and other health products in Haiti. The selected subcontractor(s) will be required to facilitate transportation of these health products and other items from the Central Fleuriot warehouse located in Port-au-Prince to approximately 276 Service Delivery Points (SDPs) in the designated routes/zones of the 10 regions of Haiti, as stipulated every quarter or at other intervals as specified by GHSC-PSM in Haiti.

Chemonics seeks to partner with best-in-class service provider(s) with a strong background in the transport of pharmaceuticals for non-cold chain and cold chain products with the capacity to achieve industry standard performance indicators for on-time delivery, and the ability to scale its operational capacity to meet the growing needs of GHSC-PSM in Haiti.

The contract(s) awarded will be an indefinite quantity subcontract utilizing firm fixed unit prices for delivery locations in Haiti. Task Orders will be placed for required transportation and delivery services under the subcontract(s). The awarded subcontract(s) will include a statement of the ceiling price, the scope of work, Chemonics standard terms and conditions, the guiding Federal Acquisition Regulation (FAR) and U.S. Agency for International Development (USAID) clauses, and invoicing information.

1. **Scope of Work**

The purpose of the final awarded subcontract(s) is to engage the successful offeror(s) as part of a pool of pre-qualified subcontractors to provide services to GHSC-PSM for the handling, transportation and distribution of cold chain and non-cold chain pharmaceutical and health care products to some or all of the health facilities within the SDPs identified by GHSC-PSM in Haiti. The selected subcontractor(s) will implement and follow World Health Organization (WHO) good distribution practices relevant to handling, transportation, distribution, and general organizational management. Along with GHSC-PSM in Haiti, the selected subcontractor(s) will build national capacity infrastructure by contributing to the establishment of a sustainable outsourced model for the transportation and delivery of public sector health commodities. The final awarded subcontract(s) will utilize firm fixed unit prices for regular, scheduled distributions for three pre-defined volume ranges in-line with estimated volume distribution to each Department (see **Annex 2** below). This arrangement is intended to conserve time and maximize efficiency, while ensuring the highest quality of service and contributing to an economy of scale in Haiti relevant to the transport and distribution of health care products. Handling, transportation, and distribution tasks will be coordinated by GHSC-PSM in Haiti. GHSC-PSM in Haiti will verify the documentation for services provided by the selected subcontractor(s) and will pay the selected subcontractor(s) for those services upon GHSC-PSM’s acceptance of the services.

Generally, in-country transportation of public health commodities will be for temperature sensitive pharmaceuticals, laboratory reagents/consumables, and other health products, and will be divided into two categories; 1) those that require non-**cold chain** transportation services, and 2) those that require **cold chain** transportation services, as follows.

**Schedule 1**: The selected subcontractors’ specific **Non-cold chain** transportation services responsibilities are:

1. Provide lockable, clean, fully enclosed trucks for the transportation pharmaceuticals, non-drugs consumables, stationery and other health commodities not requiring refrigeration. (Please be sure to describe your organization’s security measures within the Technical Capacity Statement in your Proposal).
2. Load and transport commodities within five (5) days of notification by GHSC-PSM in Haiti.
3. Provide lockable, clean, hard-sided enclosures attached to truck at all times during the transport. The selected subcontractors shall use only 4x4 vehicles such as covered standard long bed (8 feet long) for small deliveries in difficult areas and 16- or 26-feet trucks for larger deliveries using roads in ‘good’ condition.
4. Take the most direct route while in transit.
5. Truck to be used for the work will be subject to visual inspection. Prior to any transportation activity, truck make and model, and plate numbers of equipment to be used should be provided. All drivers must possess valid a driver license.
6. Load commodities at the Central Fleuriot warehouse and offload at the delivery destination (SDPs).

**Schedule 2**: The selected subcontractors’ specific **cold chain** transportation services responsibilities are:

1. Cold chain services from Central Fleuriot warehouse directly to designated SDPs as would be stipulated per delivery route on a regular schedule or as often as instructed by GHSC-PSM in Haiti.
2. All cold chain services from Central Fleuriot warehouse to designated SDPs should ideally be in accordance with the standards provided under **Annexes 5 to 7**. If an offeror’s cold-chain services are found to not be consistent with **Annexes 5 to 7**, but the offeror is otherwise qualified and selected for award, the offeror will be required to comply with these standards within three (3) months of award. Chemonics will provide training support to the selected offeror(s) to help meet these standards. Chemonics reserves the right to terminate a subcontract (IQS and/or STO) should the offeror fail to meet these standards within the designated three (3)-month time period.
3. Provision of personnel with requisite competency level to be able to effectively perform duties related to documentation and to take critical decisions related to cold chain activities and distributions.
4. Provision of adequate temperature regulated equipment to convey temperature sensitive commodities. This consists of utilizing containers which can be loaded on to an ambient vehicle and maintain temperature within the required range for the duration of the delivery to point of destination.
5. Records/documentation will be required of temperature readings at beginning, during and final delivery of the commodities at their final destination (i.e. SDPs).
6. The selected subcontractor(s), under the direction of GHSC-PSM in Haiti, shall pick-up and transport cold chain commodities from the Central Fleuriot warehouse to designated SDPs within each of the ten (10) regions in Haiti.
7. The selected subcontractor is expected to deliver all commodities to all SDPs as allocated in the delivery order.

During contract implementation, it is the offeror’s responsibility to operate, for both cold and non-cold chain commodities, at minimum performance standards as per the list below:

1. Offerors are required to maintain their trucks in optimal working conditions throughout the duration of the subcontract.
2. The maintenance (technical, electrical, and other) including the fueling of the truck(s) will be entirely the responsibility of the offerors.
3. Provide sufficient and qualified drivers and trucks to distribute health commodities to the destinations in the timeframe specified by Chemonics.
4. Drivers must be sufficiently literate to manage the inventory of listed health commodities.
5. Drivers shall be responsible and accountable for the health commodities from the point they are loaded into the trucks up to the point they are offloaded and delivered and shall ensure that all stipulated documentation is completed to demonstrate clear transfer of custody of commodities between the truck and the recipient.
6. Selected offeror will be legally and financially responsible for the commodoties during the transportation process and is required to provide insurance on an all risk basis for commodities in its care, custody and control against all loss or damage to products.
7. The offeror must continually assess security within the operating environment and communicate all changes or concerns immediately to Chemonics immediately upon occurrence.
8. Handling, transportation, and distribution of pharmaceutical products and other health commodities on behalf of GHSC-PSM in Haiti from the central Fleuriot warehouse in Port-au-Prince to SDPs listed in the GHSC-PSM provided distribution plan.
9. Deliver products on time and ensure security of products throughout the entire transport process.
10. Deliver products without damage or loss.
11. Ensure accuracy of deliverables by delivering the correct products on time, and delivering to the correct sites, as directed by GHSC-PSM in Haiti. In the event that products are not delivered to the correct sites, it is the responsibility of the offeror to inform GHSC-PSM, retrieve the product, and make the correct delivery.
12. Manage all transport and logistics functions for designated routes, from point of origin to destination, including provision of appropriate modes of transport necessary for efficient delivery.
13. Provide infrastructure, qualified staff, and other resources necessary to carry out the handling, transportation, distribution, and any related services in accordance with best business practices and the World Health Organization (WHO) standards.[[4]](#footnote-4)
14. Conduct preventive maintenance of equipment and assets and ensure the roadworthiness of the vehicles at all times as well as ensure that its drivers have valid driving licenses and a minimum of two years of experience.
15. Transport pharmaceuticals and other health commodities in such a way so as to ensure that neither the pharmaceuticals nor the commodities can be contaminated. The selected subcontractor(s)’ vehicles may carry only the products requested to be transported by GHSC-PSM in Haiti.
16. Receive, review, and maintain records of approved, signed documentation provided by GHSC-PSM in Haiti prior to any handling, transportation, or distribution of commodities.
17. Ensure documentation provided by GHSC-PSM in Haiti matches the health commodities to be distributed, including number of parcels, dimensions of each package, packing, gross weight, and pallet labels.
18. Immediately report to GHSC-PSM in Haiti within no more than four (4) hours any issues encountered at receiving facilities, any product loss or damage, any situation that may compel the driver to operate outside of the established requirements of not being on the road before sunrise or after sunset, and collaborate with GHSC-PSM in Haiti via the Distribution Manager to resolve these issues when required.
19. During distribution, the selected subcontractor shall share a daily distribution update to the GHSC-PSM project. The daily update must be broken down by site and include for each site: health site being re-supplied, planned date of delivery and actual date of delivery with remarks for any delivery not executed according to plan. Upon distribution completion, the selected subcontractor shall send the following:
    1. A complete distribution list file with planned and actual dates of delivery for each site that is supported by PODs.
    2. A complete list of all sites covered during the distribution, indicating the registration number and tonnage of the truck(s) used and weight/quantity of commodities distributed with the supporting documentation for the weight transported.
    3. All hard copies of the Inventory Return report if any for all commodities being returned to the warehouse.
    4. All hard copies of original PODs signed by health facilities which have been re-supplied, as well as scanned copies, in PDF format, of all PODs on a USB drive.
20. Document and inform GHSC-PSM in Haiti immediately (immediately after the incident) of any loss, damage, or delay in delivering the designated commodities;
21. *Security*: the selected subcontractor shall maintain a complete security plan which will include sufficient precautions to ensure that no unauthorized personnel have access to the commodities being transported. The security plan will be presented to and approved by the GHSC-PSM project in Haiti prior to the first distribution. This plan shall be available at all times and updated on a regular basis as security conditions evolve. The security plan under the resulting subcontract(s) will be comprehensive and cover the full range of security issues related to the distribution of products, lives and property; Chemonics reserves the right to verify whether such a security plan is in place and to modify as deemed necessary. Failure to maintain and implement the approved security plan as required shall be deemed a breach of contract.
22. *Insurance*: the selected subcontractor shall be responsible for damage or loss of the consignment between the point of origin and the destination and shall maintain insurance on an all risk basis for commodities in its care, custody and control. The Subcontractor’s liability for cargo loss or damage to Chemonics’ goods shall be based on full replacement value insurance at 110% Cost, Insurance and Freight for the commodities being transported for the duration of the activity. This insurance shall be payable to Chemonics Foundation Haiti and shall meet further requirements herein. Insurance must include but is not limited to:
    1. Handling damage, breakage en-route;
    2. Theft by forcible and/or violent means (including armed robbery);
    3. Short delivery or non-delivery (including any endorsed PODs stating stock shortage or damage);
    4. Internal staff pilferage of any stock;
    5. Force majeure.

Chemonics Foundation Haiti must be included as a named beneficiary of the policy, either as a rider on an existing policy or through a new policy. Proof of access to insurance and insurance costs along with insurance agent contact information must be presented annually to Chemonics. Insurance coverage quotes must include:

1. Coverage: all risks including fire, theft, dishonest acts, earthquakes, floods, and wind as well as war clauses and strike clauses as applicable;
2. Details on deductibles and exclusions and who is responsible for paying them;

The selected subcontractor shall maintain liability insurance adequate to cover commercial liability, workman’s compensation, auto liability, and third party claims for death, personal injury or loss or damage to property arising out of, or in connection with, the provision of services under this subcontract or all vehicles or other equipment owned or leased by the subcontractor, its employees, officers, agents or third-party-contractors performing the work or services in connection with this subcontract.

Except for insurance related to disability compensation, all other insurance policies shall:

1. Mention the GHSC-PSM in Haiti, and Chemonics Foundation Haiti as additionally insured;
2. Include in the insurance a waiver to the rights of the subcontractor to sue Chemonics;
3. Include a clause allowing Chemonics to be informed and receive a written notice from the insurance company thirty (30) days prior to any cancellation or modification in the insurance coverage.

*Reporting*: The subcontractor shall submit a report on all goods handled, transported, and delivered at the end of each distribution cycle. Each distribution cycle will receive its own STOs Reports shall be submitted to the Distribution Manager, or his/her designee within four (4) business days after the end of the distribution.

The subcontractor will issue an invoice to Chemonics Foundation Haiti/GHSC-PSM for each purchase order for each distribution cycle completed. The invoice must include the details of the load transported/distributed and copies of supporting documentation including signed PODs and all other deliverables. Payment will not be made without these deliverables and supporting documentation.

1. **Deliverables**

The successful offeror shall deliver to Chemonics the following deliverables, in accordance with the schedule set forth in II.4 below.

*Deliverable No. 1: Data Loggers and Cold Chain Equipment*

Upon completion of each approved commodity distribution, the subcontractor shall submit the data loggers and cold chain equipment (cold chain boxes and/or foam coolers and/or ice packs) to GHSC-PSM in Haiti in working order and without damage.

*Deliverable No. 2: Daily Activity Updates*

The subcontractor shall provide daily activity update covering the health facilities delivered and the health facilities yet to be delivered.

*Deliverable No. 3: Proof of Delivery (PODS) Forms*

The subcontractor shall provide scanned PODs, at the latest 48 hours after completing the distribution, to the GHSC-PSM in Haiti Field Office. Original copies must be submitted with the invoice and activity report.

*Deliverable No. 4: Activity Reports*

At the end of each delivery run, the subcontractor shall submit temperature charts (standard form) and the summary table showing the total number of boxes/cartons delivered for each department, by site.

*Deliverable No. 5: Invoices*

The subcontractor will issue an invoice to Chemonics Foundation Haiti - PSM for each Sub-TO for each distribution cycle completed. The invoice must include the details of the load transported/distributed and copies of supporting documentation including signed PODs and all other deliverables. Payment will not be made without these deliverables and supporting documentation.

*Deliverable No. 6: Subcontractor Manuals*

The subcontractor will provide copies of relevant manuals, including copies of security procedures and distribution Standard Operating Procedures that meet WHO guidelines within three (3) months of being selected.

*Deliverable No. 7: Other as may be needed, TBD at time of award*

Chemonics may require additional deliverables based on offerors’ proposal(s) that will be determined during negotiations, and preceding award.

1. **Deliverables Schedule**

The successful offeror shall submit the deliverables described above in accordance with the following deliverables schedule:

|  |  |  |
| --- | --- | --- |
| **Deliverable Number** | **Deliverable Name** | **Due Date** |
| 1 | Data Loggers and cold chain equipment | Upon completion of each approved commodity distribution. |
| 2 | Daily Activity Updates | Daily during each approved distribution of commodities for GHSC-PSM |
| 3 | Proof of Delivery (signed PODs) | Scanned: 48 hours after completion of approved distribution  Original: four (4) business days |
| 4 | Activity Reports | Two (2) business days after completion of approved distribution |
| 5 | Invoices | Four (4) business days after completion of approved distribution |
| 6 | Subcontractor Manuals | Within three (3) months of being selected |
| 7 | Other (TBD) Deliverables | TBD |

\*Deliverable numbers and names refer to those fully described in II.3 above.

**Annex 1 Cover Letter**

[Offeror: Insert date]

[Insert name of point of contact for RFP]

[Insert designation of point of contact for RFP]

[Insert project name]

[Insert "Chemonics International Inc." or if there is a locally registered entity, use that name]

[Insert project office address]

Reference: Request for Proposals [Insert RFP name and number]

Subject: [Offeror: Insert name of your organization]’s technical and cost proposals

Dear Mr./Mrs. [Insert name of point of contact for RFP]:

[Offeror: Insert name of your organization] is pleased to submit its proposal in regard to the above- referenced request for proposals. For this purpose, we are pleased to provide the information furnished below:

Name of Organization’s Representative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Offeror \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Taxpayer Identification Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DUNS Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As required by section I, I.7, we confirm that our proposal, including the cost proposal will remain valid for [insert number of days, usually 60 or 90] calendar days after the proposal deadline.

We are further pleased to provide the following annexes containing the information requested in the RFP.:

[Offerors: It is incumbent on each offeror to clearly review the RFP and its requirements. It is each offeror's responsibility to identify all required annexes and include them]

1. Copy of registration or incorporation in the public registry, or equivalent document from the government office where the offeror is registered.
2. Copy of company tax registration, or equivalent document.
3. Copy of trade license, or equivalent document.
4. Evidence of Responsibility Statement.

Sincerely yours,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

[Offeror: Insert name of your organization's representative]

[Offeror: Insert name of your organization]

**Annex 2 Guide to Creating a Financial Proposal for a Fixed Price Subcontract**

The purpose of this annex is to guide offerors in creating a budget for their cost proposal. Because the subcontract will be funded under a United States government-funded project, it is important that all offerors’ budgets conform to this standard format. It is thus recommended that offerors follow the steps described below.

Step 1: Design the technical proposal. Offerors should examine the market for the proposed activity and realistically assess how they can meet the needs as described in this RFP, specifically in section II. Offerors should present and describe this assessment in their technical proposals.

Step 2: Determine the basic costs associated with each deliverable. The cost proposal should provide the best estimate of the costs associated with each deliverable, which should include labor and all non-labor costs, e.g. other direct costs, such as fringe, allowances, travel and transport, etc.

Other direct costs, i.e. non-labor, include for example the following:

1. Local travel and transportation, and associated travel expenses, if applicable,
2. Lodging and per diem expenses associated with travel, if applicable,
3. Rent
4. Utilities
5. Communications
6. Office supplies

Under no circumstances may cost information be included in the technical proposal. No cost information or any prices, whether for deliverables or line items, may be included in the technical proposal. Cost information must only be shown in the cost proposal.

Step 3: Create a budget for the cost proposal. The budget period should follow the technical proposal period. The budget template to be completed is shown in the following pages. Completion of these cost tables is a requirement for all offerors.

Step 4: Write Cost Notes. In addition to the completion of the cost tables, Offerors can elect to include written cost notes in MS Word that detail each cost line and the assumption as to why a cost is being budgeted as well ashow the amount is reasonable. Explanations will be considered when GHSC-PSM is reviewing offers.

**Proposed Prices : Sample Price Sheet (REQUIRED)**

**Offeror’s name:**

**RFP title:**

**RFP #:**

Offerors should submit price quotes as per the cost tables and guidance below.

1. **Table One: Quarterly Distribution Prices**

* Background/Table Description:
  + Table One below includes the ten Departments in Haiti as well as the estimated number of sites (route stops) per Department (total list of routes subject to change based on GHSC-PSM’s project needs and financial resources) covered by the GHSC-PSM project.
  + During each distribution cycle (typically quarterly), GHSC-PSM sends health commodities of varying volumes (m3) to the sites listed in **Annex 8** and grouped by the Departments listed below.
  + Some of the sites in these departments are inaccessible by truck and require a 4x4 vehicle for final access/distribution to the sites. These sites are identified with asterisks (\*)in the list of sites in **Annex 8**.
  + Table One requests Offerors to provide flat-rate prices per cubic meter (m3) for each of the three volume ranges– classified as low, medium, and high.
  + In addition, for each volume range – classified as low, medium, and high – Offerors are also asked to provide the maximum weight they would be willing to transport per Department. No minimum threshold is required.
  + The volume ranges presented in Table One below represent *estimates* based on 2017 and 2018 distributions for GHSC-PSM Haiti. The actual monthly or quarterly distribution volume will be determined by the GHSC-PSM project and shared with selected transporters. The price charged per Department will be dependent on the total volume of products to be delivered to that Department.
* Instructions to Offerors – How to Complete Cost Table One:
  + Offerors are requested to complete prices in US dollars (three columns entitled “Price Based on Volume”) for Table One for the Departments in which they are interested in bidding.
  + The price provided for each volume range represents the price that the transporter will charge for each meter cubed (m3) of transported commodities within that Department. For example, if the offeror proposes a price of $20 per meter cubed for distributions within the Arbonite Department for total volume between 24.01 and 42 and the GHSC-PSM project asks for a total distribution of 44m3 of products for Arbonite, the total payment to the offeror would be $840 USD ($20 per cubic meter \* 44 m3).
  + For an offer to be valid, Offerors must provide the price per meter cubed (m3) for all three volume ranges for each Department in which it would like to provide transport services.
  + Offerors may bid on one, some, or all of the Departments listed in the table below. They are not required to provide prices for all departments.
  + Offerors will not receive preference during the evaluation period based on the number of Departments in which they provide prices. GHSC-PSM expects that some/most Offerors will not cover all Departments of the country.
  + All figures listed in the table below (number of sites and volume information) are estimates.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Table One: Quarterly Distributions** | | | | | | | | | | |
| **Departments\*** | ***Number of Delivery Sites (estimated)\*\**** | **LOW** | | | **MEDIUM** | | | **HIGH** | | |
| **Volume Range (m3)** | **Price (USD)** | **Max Weight Accepted for Range** | **Volume Range(m3)** | **Price (USD)** | **Max Weight Accepted for Range** | **Volume Range** | **Price (USD)** | **Max Weight Accepted for Range** |
| **Based on m3** |  | **Based on m3** | **(m3)** | **Based on m3** |
| ARTIBONITE | 38 | 1.5- 24 |  |  | 24.01 - 42 |  |  | > 42.01 |  |  |
| CENTRE | 23 | 1.5 - 11 |  |  | 11.01 - 22 |  |  | > 22.01 |  |  |
| GRAND'ANSE | 7 | 1.5 - 7 |  |  | 7.01 - 11 |  |  | > 11.01 |  |  |
| NIPPES | 12 | 1.5 - 10 |  |  | 10.01 - 14 |  |  | > 14.01 |  |  |
| NORTH | 28 | 1.5 - 40 |  |  | 40.01 - 67 |  |  | > 67.01 |  |  |
| NORTH-EAST | 25 | 1.5 - 5 |  |  | 5.01 - 9 |  |  | > 9.01 |  |  |
| NORTH-WEST | 19 | 1.5 - 16 |  |  | 16.01 - 24 |  |  | > 24.01 |  |  |
| SOUTH | 20 | 1.5 - 23 |  |  | 23.01 - 38 |  |  | > 38.01 |  |  |
| SOUTH-EAST | 11 | 1.5 - 5 |  |  | 5.01 - 7 |  |  | >7.01 |  |  |
| WEST | 78 | 1.5 - 150 |  |  | 150.01- 170 |  |  | > 170.01 |  |  |

\* A select number of sites are inaccessible using large trucks and can only be accessed via 4x4 vehicle. A list of these sites is detailed below.

\*\* Number of delivery sites is subject to change based on GHSC-PSM in Haiti’s project needs, national priorities, and financial resources.

1. **Table Two: Cold Chain Products**

* Background/Table Description:
  + During the regular distributions (typically quarterly), cold-chain products are required to be delivered to sites within 72 hours. As such, said distributions are typically completed using 4x4 vehicles, as the volume of cold chain products is much less than the total volume of other commodities.
  + Cold-chain products are transported in cold boxes which must be plugged into the vehicle’s lighter during the entire travel time per section II.2 of this RFP.
  + Table Two lists the 10 Departments of Haiti as well as the average distance in kilometers from the Fleuriot Warehouse in Port-au-Prince to the Department “chef-lieu”. The “chef-lieu” name and average distance in kilometers are provided for information purposes only to assist Offerors with completing their bids.
* Instructions to Offerors – How to Complete Cost Table Two:
  + Offerors are requested to complete Table Two (column entitled “Price per kilometer (4x4 vehicles used)) if they are interested in being considered for emergency distributions.
  + All prices should be provided in US Dollars.
  + Offerors are requested to complete prices for Table Two for the Departments in which they are interested in bidding. The price provided should be the per kilometer flat rate for each department to make a distribution/delivery to anywhere within the Department.
  + Offerors may bid on one, some, or all of the Departments listed in the table below. They are not required to provide prices for all departments.
  + Offerors will not receive preference during the evaluation period based on the number of Departments in which they provide prices. GHSC-PSM expects that some/most Offerors will not cover all Departments of the country.
  + As stated in *Part I: Technical Approach, Part D – Capacity for In-Transit Tracking*, selected offerors will be required to use Chemonics-provided GPS tracking equipment in all vehicles, especially those used to transport cold chain commodities. Invoices and payments will be made based on the number of kilometers (round trip) traveled to deliver cold chain commodities. GHSC-PSM will use GPS data to review and approve invoices.

|  |  |  |  |
| --- | --- | --- | --- |
| **Table Two: Cold Chain Distributions** | | | |
| **Departments** | **“Chef-Lieu”** | **Distance from Fleuriot Warehouse to “Chef-Lieu”** | **Average**  **Price per Kilometer in USD**  **(4X4 vehicles used)**  **\*Anywhere within the Department** |
|
| ARTIBONITE | Gonaïves | 145 kilometers |  |
| CENTRE | Hinche | 107 kilometers |  |
| GRAND'ANSE | Jérémie | 295 kilometers |  |
| NIPPES | Miragoâne | 159 kilometers |  |
| NORTH | Cap-Haïtien | 246 kilometers |  |
| NORTH-EAST | Fort-Liberté | 292 kilometers |  |
| NORTH-WEST | Port-au-Paix | 221 kilometers |  |
| SOUTH | Les Cayes | 201 kilometers |  |
| SOUTH-EAST | Jacmel | 95 kilometers |  |
| WEST | Port-au-Prince | TBD |  |

1. **Table Three: Ad-hoc Distributions**

* Background/Table Description:
  + In addition to regular distributions, the GHSC-PSM project conducts ad-hoc, distributions on an as-needed basis in between regular distribution cycles. These distributions typically include a smaller total volume per Department and/or site and can typically be delivered using 4x4 vehicles.
  + Table Three lists the 10 Departments of Haiti as well as the average distance in kilometers from the Fleuriot Warehouse in Port-au-Prince to the Department “chef-lieu”. The “chef-lieu” name and average distance in kilometers are provided for information purposes only to assist Offerors with completing their bids.
* Instructions to Offerors – How to Complete Cost Table Three:
  + Offerors are requested to complete Table Three (column entitled “Price per kilometer (4x4 vehicles used) if they are interested in being considered for emergency distributions.
  + All prices should be provided in US Dollars.
  + Offerors are requested to complete prices for Table Three for the Departments in which they are interested in bidding. The price provided should be the per kilometer rate to make a distribution/delivery to anywhere within the Department.
  + Offerors may bid on one, some, or all of the Departments listed in the table below. They are not required to provide prices for all departments.
  + Offerors will not receive preference during the evaluation period based on the number of Departments in which they provide prices. GHSC-PSM expects that some/most Offerors will not cover all Departments of the country.
  + As stated in *Part I: Technical Approach, Part D – Capacity for In-Transit Tracking*, selected offerors will be provided by Chemonics with GPS tracking equipment to be used in all vehicles. Invoices and payments will be made based on the number of kilometers (round trip) traveled to deliver cold chain commodities. GHSC-PSM must have access the GPS monitoring sites and will use GPS data to review and approve invoices.

|  |  |  |  |
| --- | --- | --- | --- |
| **Table Three: Ad-hoc (off-cycle) distributions** | | | |
| **Departments** | **“Chef-Lieu”** | **Distance from Fleuriot Warehouse to “Chef-Lieu”** | **Price per Kilometer in USD**  **(4X4 vehicles used)** |
|
| ARTIBONITE | Gonaïves | 145 kilometers |  |
| CENTRE | Hinche | 107 kilometers |  |
| GRAND'ANSE | Jérémie | 295 kilometers |  |
| NIPPES | Miragoâne | 159 kilometers |  |
| NORTH | Cap-Haïtien | 246 kilometers |  |
| NORTH-EAST | Fort-Liberté | 292 kilometers |  |
| NORTH-WEST | Port-au-Paix | 221 kilometers |  |
| SOUTH | Les Cayes | 201 kilometers |  |
| SOUTH-EAST | Jacmel | 95 kilometers |  |
| WEST | Port-au-Prince | TBD |  |

1. **Special Deliveries: Sites that are reached by alternative transportation**

* Background/Table Description:
  + For the sites listed in Table Four below, alternative transportation is required to reach the sites either during the rainy season or throughout the entire year, because they are inaccessible via route. Alternative transportation may include boat, donkey, or hand-carrying the commodity cartons.
  + Table Four lists the name of the sites requiring alternative transportation, the Department in which each site is located, the approximate number of cartons of commodities carried to each site during regular distribution cycles, and the average weight in kilograms of said cartons. The weight is provided solely as a reference point to assist offerors with the development of their cost proposals.
* Instructions to Offerors – How to Complete Cost Table Four:
  + Offerors are requested to complete Table Four (column entitled “Flat-rate Price for Delivery”) with a flat fee in US dollars to deliver to each of the sites or locations. Flat fee will be applicable to either monthly or quarterly deliveries.
  + All prices should be provided in US Dollars.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Table Four: Special Deliveries – Sites Inaccessible via Route** | | | | | |
| **Location** | **Number of Sites** | **Department** | **Average Number of Cartons (regular distribution cycle)** | **Average Total Weight**  **(KG)** | **Flat-rate Price for Delivery (USD)** |
| Ile de La Tortue\* | 6 | North-West | 35 | 270 kg |  |
| Ile à Vache | 1 | South | 15 | 130 kg |  |
| Ile de Grand Boucan | 1 | Nippes | 3 | 22 kg |  |
| Ile de La Gonave | 1 | Ouest | 43 | 337 kg |  |
| Cote de Fer | 1 | North West | 2 | 20 kg |  |
| La Croix\*\* | 1 | Arbonite | 16 | 140 kg |  |
| Celio | 1 | Artibonite | 14 | 130 kg |  |
| Ditty\*\* | 1 | North West | 8 | 70 kg |  |

**\*** There are six (6) sites located on Ile la Tortue. The total number of cartons and total weight represent all cartons that are expected to reach the island and be distributed amongst the 6 sites. Therefore, a vehicle is required on the island to complete the distribution.

\*\* Inaccessible via road and vehicle during all seasons. La Croix = route inaccessible from Celio; Ditty = route inacessible from Anse à Foleur

**Annex 5: WHO Technical Report Series, No. 957, 2010**

See PDF attachment

**Annex 6: Vehicle Verification Checklist** See PDF attachment

**Annex 7: Model guidance for the storage transport of time- and temperature-sensitive pharmaceutical products**

See PDF attachment

**Annex 8: List of GHSC-PSM Distribution Sites**

The list below is for illustrative purposes only and is provided to allow bidders to better understand the geographic locations of the GHSC-PSM distribution sites. The total number of sites is subject to change based on funding, project needs, or government requests. Sites delineated with an asterisks (\*) are only accessible by 4X4 vehicle.

|  |  |
| --- | --- |
| **Institution Name** | **Department** |
| CS ST MICHEL LATTALAYE | ARTIBONITE |
| CS MARMELADE | ARTIBONITE |
| CS PIERRE PAYEN | ARTIBONITE |
| CSL BASSIN | ARTIBONITE |
| DISP.BAYONNAIS | ARTIBONITE |
| HOP. CLAIRE HEUREUSE / CELIO | ARTIBONITE |
| CS K-SOLEIL | ARTIBONITE |
| SSPE LASCIDRAS | ARTIBONITE |
| DISPENSAIRE POTEAU | ARTIBONITE |
| SSPE BAS DE SAULT | ARTIBONITE |
| HCH-COUPE A LINDED | ARTIBONITE |
| SSPE LALOMAS | ARTIBONITE |
| SSPE MARMONT | ARTIBONITE |
| HOP. CLAIRE HEUREUSE / NIEL | ARTIBONITE |
| HOP. CLAIRE HEUREUSE / DESEAUX | ARTIBONITE |
| HOP. CLAIRE HEUREUSE / GRANDE Hatte | ARTIBONITE |
| CLAIRE-HEUREUSE / LA CROIX | ARTIBONITE |
| HOP. CLAIRE HEUREUSE / POSTE P | ARTIBONITE |
| STE CLAIRE D ASSISE | ARTIBONITE |
| HOP. CLAIRE HEUREUSE / SANOIX | ARTIBONITE |
| BERRE DE DROUIN | ARTIBONITE |
| SSPE DE SAINT MARC (HSN) | ARTIBONITE |
| HOPITAL ALMA MATER | ARTIBONITE |
| HAS DESCHAPELLES | ARTIBONITE |
| CDI RABOTEAU | ARTIBONITE |
| CENTRE MEDICAL CHARLES COLIMON | ARTIBONITE |
| CENTRE MEDICAL CHARLES COLIMON | ARTIBONITE |
| HAS-BASTIEN | ARTIBONITE |
| HAS GABRIEL TIENNE | ARTIBONITE |
| HAS LIANCOURT | ARTIBONITE |
| HOP.LA PROVIDENCE GONAIVES | ARTIBONITE |
| SSPE CAMATHE | ARTIBONITE |
| FOSREF SAINT-MARC | ARTIBONITE |
| SSPE LHERMITHE | ARTIBONITE |
| SAINT FRANCOIS DASSISE | ARTIBONITE |
| DISPENSAIRE LA BRANLE | ARTIBONITE |
| FOSREF GONAIVES | ARTIBONITE |
| SEROVIE GONAIVES | ARTIBONITE |
| HOPITAL DE BELLADERE | CENTRE |
| CAL CASSE (LA HOYE) | CENTRE |
| CENTRE DE SANTE DE SAVANETTE | CENTRE |
| CENTRE DE SANTE DE THOMONDE | CENTRE |
| HOP.COMMUNAUTAIRE MIREBALAIS | CENTRE |
| DISPENSAIRE BAPTISTE | CENTRE |
| DISPENSAIRE CINQUIEME | CENTRE |
| SAVE THE CHILDREN MAISSADE | CENTRE |
| SAVE THE CHILDREN | CENTRE |
| CENTRE DE SANTE MARMONT | CENTRE |
| DISPENSAIRE DE TILORY | CENTRE |
| DISPENSAIRE ROY SEC | CENTRE |
| HOPITAL SAINTE THERESE DE HINCHE | CENTRE |
| CENTRE DE SANTE DE LASCAHOBAS | CENTRE |
| PRISON CIVILE DE HINCHE | CENTRE |
| CS ST MICHEL DE BOUCAN CARRE | CENTRE |
| HOPITAL BON SAUVEUR DE CANGE | CENTRE |
| DISP. OSSENANDE | CENTRE |
| HOP. CLAIRE HEUREUSE | CENTRE |
| DISPENSAIRE DE COLOMBIER | CENTRE |
| CENTRE DE SANTE CERCA LA SOURCE | CENTRE |
| CS CERCA LA SOURCE | CENTRE |
| DISP. SELPETRE | CENTRE |
| CS CORAIL\* | GRAND'ANSE |
| CENTRE SANTE SAINTE HELENE | GRAND'ANSE |
| CS ABRICOTS | GRAND'ANSE |
| AEADMA | GRAND'ANSE |
| HOP.SAINT ANTOINE JEREMIE | GRAND'ANSE |
| CS LÃ‰ON COICOU | GRAND'ANSE |
| HAITIAN HEALTH FOUNDATION | GRAND'ANSE |
| DISPENSAIRE ST YVES | NIPPES |
| CSL ARNAUD | NIPPES |
| DISP. CHANGIEUX (MSPP) | NIPPES |
| HCR LAZILE | NIPPES |
| CS PETIT TROU DE NIPPES | NIPPES |
| CS ANSE A VEAU | NIPPES |
| HOP. ST BONIFACE | NIPPES |
| CLINIQUE BETHEL | NIPPES |
| HOP. NOTRE DAME P-GOAVE | NIPPES |
| GRAND BOUCAN | NIPPES |
| DISP. MORISSEAU (MSPP) | NIPPES |
| HOPITAL STE THERESE MIRAGOANE | NIPPES |
| FOSREF LAKAY CAP HAITIEN | NORD |
| CSL DONDON | NORD |
| HOP. FORT ST MICHEL | NORD |
| CBP LA VICTOIRE | NORD |
| CSL PILLATRE (ACUL DU NORD) | NORD |
| CENTRE DE SANTE LA FOSSETTE | NORD |
| CENTRE DE SANTÃ‰ DE RANQUITTE | NORD |
| DISPENSAIRE DE CAMP LOUISE | NORD |
| DISPENSAIRE DE PETIT BOURG BORGNE | NORD |
| DISPENSAIRE DE DUPITY | NORD |
| DISPENSAIRE DE TOVAR | NORD |
| CENTRE DE SANTE BORGNE | NORD |
| DISPENSAIRE DE LA BRUYERE | NORD |
| CLINIQUE BETHESDA DE VAUDREUIL | NORD |
| PRISON CIVILE DU CAP HAITIEN | NORD |
| CENTRE DE SANTE DE ST RAPHAEL | NORD |
| CENTRE DE SANTÃ‰ ACUL DU NORD | NORD |
| DISPENSAIRE DE GRISON GARDE | NORD |
| HOPITAL UNIV JUSTINIEN PVVIH | NORD |
| HOP.U.JUSTINIEN DU CAP | NORD |
| HOPITAL ESPERANCE DE PILATE | NORD |
| HOP. GRANDE RIVIERE DU NORD | NORD |
| CS PORT MARGOT | NORD |
| CEPOZ-NORD(DOMUS MARIAE) | NORD |
| CLINIQUE DUGUE | NORD |
| HOP. ST JEAN LIMBE | NORD |
| HOPITAL SACRE COEUR DE MILOT | NORD |
| HOP.BIENFAISANCE PIGNON | NORD |
| CS MONT ORGANISE | NORD'EST |
| DISPENSAIRE DE MEILLAC | NORD'EST |
| CS TERRIER ROUGE | NORD'EST |
| DISPENSAIRE DE GENS DE NANTES | NORD'EST |
| CSL ACUL DES PINS | NORD'EST |
| CENTRE DE SANTE DE CAPOTILLE | NORD'EST |
| DISP DE CARACOL | NORD'EST |
| CENTRE DE SANTE DE CARICE | NORD'EST |
| DISPENSAIRE DE DERAC | NORD'EST |
| DISPENSAIRE DE DILAIRE | NORD'EST |
| DISPENSAIRE DE GROSSE ROCHE | NORD'EST |
| DISPENSAIRE DES PERCHES | NORD'EST |
| CS TROU DU NORD | NORD'EST |
| CENTRE DE SANTE STE SUZANNE | NORD'EST |
| DISPENSAIRE DE VALLIÃˆRES | NORD'EST |
| CENTRE DE SANTE DE FERRIER | NORD'EST |
| CMS OUANAMINTHE | NORD'EST |
| DISPENSIRE ACUL SAMEDI | NORD'EST |
| HOP. FORT LIBERTE | NORD'EST |
| CENTRE DE SANTE DE JACQUESYL | NORD'EST |
| DISPENSAIRE SAVANNE AU LAIT | NORD'EST |
| DISPENSAIRE SAVANNE LONGUE | NORD'EST |
| FOSREF-LAKAY OUANAMINTHE | NORD'EST |
| CENTRE DE SANTE DE BOIS DE LAURENCE\* | NORD'EST |
| CS MOMBIN CROCHU\* | NORD'EST |
| CENTRE MEDICAL BERACA | NORD'OUEST |
| CENTRE MEDICAL DE BERACA PVVIH | NORD'OUEST |
| DISPENSAIRE AUX PLAINES | NORD'OUEST |
| DISPENSAIRE COTES DE FER | NORD'OUEST |
| DISPENSAIRE DE MARE ROUGE | NORD'OUEST |
| DISPENSAIRE DE PETITE RIVIERE | NORD'OUEST |
| CS BAIE DE HENNE | NORD'OUEST |
| DISPENSAIRE DE LAVALLEE | NORD'OUEST |
| DISPENSAIRE DE DITTY | NORD'OUEST |
| DISPENSAIRE CITERNE REMY | NORD'OUEST |
| FOSREF PORT DE PAIX | NORD'OUEST |
| HOP. JEAN RABEL | NORD'OUEST |
| HOPITAL EVANG.DE BOMBARDOPOLIS | NORD'OUEST |
| HIC DE PORT-DE-PAIX | NORD'OUEST |
| CS MOLE ST NICOLAS | NORD'OUEST |
| HOP. ILE LA TORTUE | NORD'OUEST |
| CS MARIE CURIE | NORD'OUEST |
| CENTRE DE SANTE ANSE A FOLEUR | NORD'OUEST |
| DISPENSAIRE DE MEANCE | NORD'OUEST |
| FOSREF LAKAY DE MARIANI | OUEST |
| FOSREF CARREFOUR | OUEST |
| FILLES CHARITE ROSALIE RENDU | OUEST |
| FONDEPH CC DE MARTISSANT | OUEST |
| FOYER ST CAMILLE | OUEST |
| HOP. ST FRANCOIS DE SALLES | OUEST |
| OBDC - GRENIER LABOULE 12 | OUEST |
| FOSREF-JEUNE PV | OUEST |
| PRISON CIVILE DE PAP | OUEST |
| FONDEFH CARREFOUR FEUILLES | OUEST |
| FERMANTHE / GREFFIN\* | OUEST |
| CENTRE DE SANTE DE CABARET | OUEST |
| CS PORTAIL LEOGANE | OUEST |
| HCR NICOLAS ARMAND | OUEST |
| SADA BELANGER | OUEST |
| CS DE LA CROIX DES BOUQUETS | OUEST |
| TROU D'EAU CROCHU | OUEST |
| CENTRE DE SANTE AURORE DU BEL AIR | OUEST |
| SADA SOURCES- MATELAS | OUEST |
| CEPOZ-CENTRE ESPOIR | OUEST |
| CENTRE HOSPITALIER ARCACHON 32 | OUEST |
| CENTRE SANTE LUCELIA BONTEMPS | OUEST |
| HOPITAL CHRIST POUR TOUS | OUEST |
| HOP.UNIVERSITAIRE LA PAIX | OUEST |
| FONDEFH - ADCEF | OUEST |
| FONDEPH BIZOTON 61 | OUEST |
| CLINIQUE ST.PAUL MONTROUIS | OUEST |
| SANATORIUM SIGUENEAU | OUEST |
| FOSREF-JEUNE PLAINE CUL DE SAC | OUEST |
| MENNONITE-CX DES BOUQUETS | OUEST |
| FOSREF-JEUNE DELMAS 32 | OUEST |
| FOSREF-LAKAY CENTRE VILLE | OUEST |
| FOSREF-JEUNE LALUE | OUEST |
| HUEH | OUEST |
| HOPITAL ST DAMIEN | OUEST |
| SANATORIUM-PAP | OUEST |
| HOPITAL COMMUNAUTE HAITIENNE | OUEST |
| HOP.WESLEYEN LA GONAVE | OUEST |
| KLINIK SOLIDARITE | OUEST |
| HOPITAL MATERNITE DE CARREFOUR | OUEST |
| FONDEFH MORNE LAZARRE | OUEST |
| HCR BON REPOS | OUEST |
| CHAPI | OUEST |
| CHOSCAL | OUEST |
| CPFO | OUEST |
| CS DE LA CROIX DES MISSIONS | OUEST |
| CS SAINT MARTIN II | OUEST |
| FOSREF-JEUNE DELMAS 19 | OUEST |
| HCR DE BEUDET | OUEST |
| CH ELIAZAR GERMAIN | OUEST |
| MATERNITE ISAIE JEANTY | OUEST |
| HOP. FERMATHE | OUEST |
| FONDEPH HAUT TURGEAU | OUEST |
| FONDEPH MORNE HERCULE | OUEST |
| FONDEPH CANAPE VERT | OUEST |
| PRISON CIVILE FEMMES CABARET | OUEST |
| FERMANTHE / BOLOSSE\* | OUEST |
| FOSREF-CEGYPEF | OUEST |
| HOPITAL SAINTE CROIX DE LEOGANE | OUEST |
| FERMANTHE / ROBIN\* | OUEST |
| CAL CAZALE\* | OUEST |
| FAME PEREO | OUEST |
| SEROVIE PORT AU PRINCE | OUEST |
| DISP. FONDS BAPTISTE (SADA)\* | OUEST |
| SADA-MATHEUX | OUEST |
| MOSSANTO PETIT GRENIER | OUEST |
| GHESKIO LINKAGES | OUEST |
| IMIS | OUEST |
| LES CENTRES GHESKIO | OUEST |
| FONDEPH DELMAS 75 | OUEST |
| HOPITAL BERNARD MEVS | OUEST |
| CMS PT PLACE CAZEAU | OUEST |
| OEUVRE DE BIENFAISANCE CG | OUEST |
| GRACE CHILDREN HOSPITAL | OUEST |
| CS ST MICHEL FONTAMARA | OUEST |
| POZ MONTROUIS | OUEST |
| CSL JALOUSIE (OBDC)\* | OUEST |
| CS LES ANGLAIS | SUD |
| DISP. MARC (MEBSH) | SUD |
| HOP. STE ANNE C-PERRIN | SUD |
| CS LUMIERE/FINCA | SUD |
| FONDEFH - MAIN TENDUE (BERTIN) | SUD |
| CS ILE A VACHE | SUD |
| CS PLAISANCE DU SUD | SUD |
| DISPENSAIRE MIC DE CHANTAL | SUD |
| MIS, EVANG. BAPT. CHANGIEUX | SUD |
| DISP. LABICHE (MEBSH) | SUD |
| FOSREF CHRIST ROI | SUD |
| Mission Évangélique. Baptiste de PLAISANCE | SUD |
| HOP.LUMIERE /BONNE FIN | SUD |
| CLINIQUE LA FANMY | SUD |
| HIC CAYES PVVIH | SUD |
| CHARPENTIER | SUD |
| HOPITAL IMMACULEE CONCEPTION CAYES | SUD |
| FOSREF LAKAY DES CAYES | SUD |
| PRISON CIVILE DES CAYES | SUD |
| HCR DE PORT-SALUT | SUD |
| CS SACRE COEUR THIOTTE | SUD-EST |
| CENTRE DE SANTE DE THIOTTE | SUD-EST |
| CENTRE SANTE DE BAINET | SUD-EST |
| CENTRE DE SANTE MARIGOT | SUD-EST |
| DISP. BRAS DE GAUCHE (MSPP) | SUD-EST |
| DISPENSAIRE BAHOT | SUD-EST |
| DISPENSAIRE BRESILIENNE | SUD-EST |
| DISPENSAIRE DE CHAUMEILLE | SUD-EST |
| DISPENSAIRE DE SAUREL | SUD-EST |
| DISPENSAIRE ORANGER | SUD-EST |
| HOP. ST MICHEL JACMEL | SUD-EST |

1. Exact number of SDPs subject to change. GHSC-PSM reserves the right to increase or decrease the number of sites in line with demand, pecuniary resources, or other variables. [↑](#footnote-ref-1)
2. If Offeror does not have a DUNS number and is unable to obtain one before proposal submission deadline, Offeror shall include a statement in their Evidence of Responsibility Statement noting their intention to register for a DUNS number should it be selected as the successful offeror or explaining why registration for a DUNS number is not possible. Contact Dun & Bradstreet through this webform to obtain a number: <https://fedgov.dnb.com/webform> Further guidance on obtaining a DUNS number is available from Chemonics upon request. [↑](#footnote-ref-2)
3. The total number of sites/stops is an estimate based on past years. The exact number of stops to be made per Department per distribution cycle is subject to change based on project strategy, financial resources, and general need. [↑](#footnote-ref-3)
4. World Health Organization (WHO) Good Distribution Practices Standards: <https://www.who.int/medicines/areas/quality_safety/quality_assurance/GoodDistributionPracticesTRS957Annex5.pdf> [↑](#footnote-ref-4)