

**BIDDING DOCUMENTS**

**for purchasing and installation of twenty-one greenhouses for fruit trees nurseries**

**Project: LIFFT-Cashew Project / FY25**

Prepared by:



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[www.shelter.org](http://www.shelter.org)

<https://liffproject.com/>

August 2025



### INVITATION TO BID

**ITB N°: SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

Date: 01<sup>st</sup> Auguste 2025

Shelter For Life International (SFL) Headquartered in Minnesota, USA is an international faithbased (Christian) relief and development organization with over 40 years of experience in providing sustainable development and humanitarian assistance in developing countries around the world.

Under the USDA/FAS Food For Progress (FFPr) program, Shelter For Life (SFL) is implementing an eight-year (2017-2025) project called "Linking Infrastructure, Finance and Farms to Cashew" (LIFFT-Cashew) in Senegal, Gambia and Guinea-Bissau (SeGaBi) that aims to develop and upgrade the value chain linkages needed to support an integrated regional trade network for the cashew value chain. However, in order to make the value chain more attractive, competitive and develop an inclusive economy in SeGaBi, the LIFFT-Cashew project focuses on improving cashew production, processing and trade on local and international markets, in collaboration with other parts of the value chain.

In the framework of the LIFFT-Cashew project, as part of the improving the productivity and improving nut quality in SeGaBi region, the SFL is supporting the nurseries, to produce 5,000 seedlings annually, to ensure the region has a consistent supply of high-quality, grafted and planting material. To achieve its goals, SFL will purchase and install appropriate twenty-one greenhouses with all the systems to twenty-one fruit tree nurseries across the region in SeGaBi, who are partners of the LIFFT-Cashew project.

The SFL Bids Evaluation and Award Committee (“BEAC”) now invites interested Vendors/Suppliers/ to apply to Bid for the proposed below materials:

#### Items/Materials list under BID:

N°	Item	Description/spécification	Unit	Quantity
1	Greenhouse	Width: 10 m		
2		Length: 30 m		
3		Shoulder height: 2 m		
4		Roof height: 3.5 m		
5		Covering film: mesh		
6		Wind load : 0.35KN/m2		
7		Snow load: 0.25KN/m2		
8		Rainfall: 140mm / h		
9		Hanging load: 0.15KN / m2		
10		Hot galvanized steel framework,with 275g/m2		
11		Arch: Φ32*1.5 mm bows, 1.5m spacing		
12		Roof Purlin: 3runs of Φ25*1.5mm tube on roof to strengthen structure		
13		End -faced column: Φ25*1.5mmmm Hot galvanized steel pipe		

14		Door column: 30*50*1.5mm hot galvanized steel pipe		
15		Arch rod connecting pipe:32mm*2mm hot galvanized steel pipe		
16		Door head side support:32mm*1.5mm hot galvanized steel pipe		
17		Climbing poles:25mm*1.5mm*3000mm hot galvanized steel pipe		
18	Drip irrigation	ø32mm PE pipe		
19		ø32 Ball valve		
20		ø32 Tee		
21		ø32 Elbow and corner		
22		ø32mm male and female screw thread connector		
23		ø32mm End plug		
24		ø16mm Drip tape		
25		ø16mm bypass		
26		ø16mm End plug		
27		ø32mm screen filter		

The Supplier shall be responsible for all aspects of delivery, including packaging, transportation, and off-loading. The materials should be delivered and installed at twenty-one (21) fruit trees nurseries across the region in SeGaBi, the location to be communicated. Prices quoted should remain valid for at least one month from the closing date of the tender. If the Vendor/Supplier wish to express longer validity period for prices, its welcomed.

This Biding Document includes Instructions to suppliers, Technical Specifications and Administrative Requirements that Bidders will need to follow in order to prepare and submit their offer for consideration by SFL.

Eligible Bidders (Vendors/Suppliers) may receive the complete set of Bidding Document at above address from Auguste 01<sup>st</sup>, 2025 at 08:30 to 17:00 local time or download at the following web-site: <https://liffproject.com/> .

Please also regularly follow the SFL web-site for potential publication of agenda or clarifications. Offers must be submitted to the email below indicating to email title “**SFL/LIFFT-Cashew PROJECT 5501/2025/02**”: [liffcashewinfo@shelter.org](mailto:liffcashewinfo@shelter.org) .

Or submitted to the address below in **Shelter For Life – 178, Néma Complémentaire, Ziguinchor, Senegal**.

Submission deadline is **Friday 15<sup>th</sup> of August 2025** at 1:00pm local time

Late Bids shall be rejected.

SFL reserves the right to accept or reject any Bids, to cancel the procurement process, and reject all Bids at any time prior to award of the Contract, without obligation to inform the affected Bidder/s of the ground for SFL action.

Sincerely yours,

SFL

### Instructions to Bidders

<b>1. Scope of Bid</b>	1.1 SFL invites Bids for the: <b>Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries</b>
<b>2. Project</b>	2.1 LIFFT-Cashew FY25
<b>3. Qualification of the Bidder</b>	<p>3.1 To qualify for award of the Vendors/Suppliers, Bidders shall meet the following minimum qualifying criteria:</p> <ul style="list-style-type: none"> <li>a) Registered company/materials supplier.</li> <li>b) Experience as prime contractor in supplying of equipments materials. The experience of such similar supplies must be supported by copy of contracts and references.</li> <li>c) Copy of license for supplies, including for all types of equipments materials supplies to be bid.</li> <li>d) Having Tax Identification Number, VAT registration.</li> <li>e) All participants will be required to submit a tax clearance dated less than six months.</li> <li>f) Applicants must provide any document that SFL may reasonably request, demonstrating to the satisfaction of the SFL that they continue to be eligible to compete.</li> <li>g) Any participant selected for contract award may be required to undergo a background check conducted by SFL prior to contracting for which the contractor will have to provide necessary required document as necessary.</li> </ul> <p style="text-align: center;">Bids that do not meet this requirement will be disqualified.</p>
<b>4. One Bid per Bidder</b>	4.1 Each participant can only bid once per bid tender.
<b>5. Cost of Bidding</b>	5.1 The Bidder shall bear all costs associated with the preparation and submission of his Bid and SFL will in no case be responsible or liable for those costs.
<b>6. Site Visit</b>	6.1 (this is section will filled when requested the field visit).
<b>7. Language of Bid</b>	7.1 All documents relating to the Bid shall be in English language.
<b>8. Currencies of Bid and Payment</b>	8.1 All participants will be required to submit offers indicating the VAT in specific line. The unit rates and prices have be quoted by the Bidder entirely in the national currency of Senegal (F CFA)
<b>9. Submission Marking of Bids</b>	<p>9.1 Bidders are required to submit their offers to the email below indicating “N<sup>0</sup> SFL/LIFFT-Cashew PROJECT 5501/2025/02 ” in the subject line:  <a href="mailto:lifftcashewinfo@shelter.org">lifftcashewinfo@shelter.org</a> Or submitted to the address below in <b>Shelter For Life – 178, Néma Complémentaire, Ziguinchor, Senegal.</b></p> <p>Late Bids shall be rejected.</p>

<b>10. Deadline for Submission of Bids</b>	10.1 Submission deadline no later Auguste 15 <sup>th</sup> , 2025, 17:00 local time.
<b>11. Late Bids</b>	11.1 Any Bid received by SFL after the deadline prescribed will be rejected.
<b>12. Bid Opening</b>	<p>12.1 The Bidders' names, the Bid prices, the total amount of each Bid, any discounts, Bid modifications and withdrawals, the presence or absence of Bid Security, and such other details as SFL may consider appropriate, will be announced by SFL at the opening.</p> <p>12.2 SFL will prepare minutes of the Bid opening, including the information disclosed to those present.</p>
<b>13. Process to Be Confidential</b>	13.1 Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any effort by a Bidder to influence SFL's processing of Bids or award decisions may result in the rejection of its Bid.
<b>14. Correction of Errors</b>	<p>14.1 Bids determined to be substantially responsive will be checked by SFL for any arithmetic errors. Errors will be corrected by SFL as follows:</p> <p>(a) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern, unless in the opinion of SFL there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted will govern, and the unit rate will be corrected.</p> <p>(b) The amount stated in the Bid will be adjusted by SFL in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected.</p>
<b>15. Currency for Bid Evaluation</b>	15.1 Bids will be evaluated as quoted in GMD.
<b>16. Complete offer.</b>	<p>16.1 A complete offer must contain all of the following forms duly filled out: <b>Contractor's Bid submission letter; Priced form; Qualification Information form; Equipment materials supply experience form; key supervisory staff form; materials supply schedule form.</b></p> <p>Any offer not including a part of these documents will be declared incomplete and therefor inadmissible.</p>

**Attachment – 1:**  
**CONTRACTOR’S BID SUBMISSION LETTER FORM**  
**ITB N°: SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

Date: ...../...../2025

To: **The Chairperson**  
 Bids Evaluation and Award Committee (BEAC)  
 Shelter for Life International  
 below in Salameh Complex Sukuta Highway, Brusubi. West coast Region. The Gambia

We, the undersigned, declare that;

Having examined the Bidding Document for the supply of construction materials Ref **ITB N°: SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

, issued on ...../...../2025, the receipt of which is hereby duly acknowledged, I, representing  
 ..... offer to execute and complete  
 the **SUPPLY AND INSTALL TWENTY-ONE GREENHOUSES** in conformity with the  
 Bidding Document for the total fixed lump sum price of  
 ..... in accordance  
 with the Bill of Quantities and Detailed Estimate which is herewith attached and form part of this Bid.

I undertake, if my Bid is accepted, to execute the supplies in accordance with the supply for **purchasing and installation of twenty-one greenhouses for Fruit Trees Nurseries** materials timetable/schedule set out in the “Instruction to Bidders” of the Bidding Document.

I agree to abide by this Bid for the Bid Validity Period specified in the Bidding Document which may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, the Bid, together with your written acceptance thereof and the Notice of Award, shall constitute a binding agreement between us.

I hereby certify that the Bid complies with the requirements stipulated in the Bidding Document.

Dated ...../...../2025

\_\_\_\_\_  
*[Signature and Name]*

\_\_\_\_\_  
*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of *[name of company]*

**Attachment – 2:**  
**QUOTATION FORM**  
**SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-**  
**one Greenhouses for Fruit Trees Nurseries**

N°	Item	Description/spécification	Unit	Qty	Unit price with VAT (currency)	Total price with VAT (currency)	Unit price without VAT (currency)	Total price without VAT (currency)
1	Greenhouse	Width: 10 m						
2		Length: 30 m						
3		Shoulder height: 2 m						
4		Roof height: 3.5 m						
5		Covering film: mesh						
6		Wind load : 0.35KN/m2						
7		Snow load: 0.25KN/m2						
8		Rainfall: 140mm / h						
9		Hanging load: 0.15KN / m2						
10		Hot galvanized steel framework,with 275g/m2						
11		Arch: Φ32*1.5 mm bows, 1.5m spacing						
12		Roof Purlin: 3runs of Φ25*1.5mm tube on roof to strengthen structure						
13		End -faced column: Φ25*1.5mmmm Hot galvanized steel pipe						
14		Door column: 30*50*1.5mm hot galvanized steel pipe						
15		Arch rod connecting pipe:32mm*2mm hot galvanized steel pipe						
16		Door head side support:32mm*1.5mm hot galvanized steel pipe						
17		Climbing poles:25mm*1.5mm*3000mm hot galvanized steel pipe						
18	ø32mm PE pipe							
19	ø32 Ball valve							
20	ø32 Tee							
21	ø32 Elbow and corner							
22	ø32mm male and female screw thread connector							
23	ø32mm End plug							

24	Drip irrigation	ø16mm Drip tape						
25		ø16mm bypass						
26		ø16mm End plug						
27		ø32mm screen filter						
<b>GRAND TOTAL</b>								

Completion of this table is mandatory (all the information should be in this table).







**Annex – 2**  
**EQUIPMENTS MATERIALS SUPPLY EXPERIENCE FORM**

**SFL/ LIFTT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

Equipment Materials and others supply experience (reference for the analogue projects executed before, with the indication of the performed supplies and in the capacity of the Main Supplier). Please, attach list of the contract with detailed Volume of Executed supplies for the last at least one year.

<b>Title of realized projects/supply, Name of client</b>	<b>Contract Value in US\$</b>	<b>Year</b>	<b>Type of works</b>	<b>Place of Project</b>

\*\*\*Copy of Contracts and Completion Certificates or Delivery Note should be attached;

**Annex – 3  
EQUIPMENT SCHEDULE FORM**

**SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

#	Items	Capacity	Unit	Technical condition			
				Needs repair	In good condition	Qty available	Owned/Leased

Indicate if it is owned or to be leased.  
 We hereby certify that the above plant and equipment are available for use in the execution of the contract.

**Annex – 4**  
**KEY SUPERVISORY STAFF FORM**

**SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

#	Title/Objective	Unit	Necessary quantity of workers		
			Permanent	Temporary	Total quantity
1	<b>Head of organization based on contract</b>				
	<i>Name/surname:</i>				
	<i>Position in the organization:</i>				
	<i>Qualification:</i>				
	<i>Work experience in this organization:</i>				
	<b>Professional staff</b>				
1		person			
2		person			
3		person			
4		person			
	<b>Qualified staff (skilled experts)</b>				
5		person			
6		person			
7		person			
8		person			
9		person			
	<b>Quantity of permanent workers</b>	person			
	<b>Quantity of temporary workers</b>	person			
	<b>Maximum quantity of workers</b>	person			
We hereby certify that the above key supervisory staff is available for use in the execution of the contract.					
Attached CV if not yet attached at the eligibility documents submitted.					

**Annex – 5**  
**MATERIALS SUPPLY SCHEDULE FORM**

**SFL/ LIFFT-Cashew PROJECT/5501/2025/02 for Purchasing and Installation of twenty-one Greenhouses for Fruit Trees Nurseries**

№	Detail description of Works/supplies	# of Days <i>(indicate with mark X in the box that implies number of days upon signing contract)</i>															
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	

Total number of days for completion of all supplies:  
\_\_\_\_\_calendar days