

**Call for Expressions of Interest (EoI)**

**To create a Restricted Suppliers List for the supply of Fortified Wheat Flour**

**REF: G-SY-ANT-BK-14343 Wheat Flour 2018 (Second Opening)**

|  |
| --- |
| **GOAL is completely against fraud, bribery and corruption**  **GOAL does not ask for money for bids. If approached for money or other favours, of if you have any suspicions of attempted fraud, bribery or corruption please report immediately to email** [**speakup@goal.ie**](mailto:speakup@goal.ie)  **Please provide as much detail as possible with any reports** |

# About GOAL

GOAL is an international humanitarian agency, currently operating in 12 countries worldwide, dedicated to alleviating the suffering of the poorest of the poor. We are a non-denominational, non-governmental and non-political organisation. For more information on GOAL and its operations please visit [www.goalglobal.org.ie](http://www.goalglobal.org).

GOAL is working in Syria since 2013, responding to the acute needs of conflict-affected communities in Idleb Governate, both through direct implementation and through partners, delivering food, non-food programming to highly vulnerable populations, and provision of Water, Sanitation and Hygiene (WASH) through support to Water units, as well as emergency support to recently displaced households.

GOAL has had a presence in Turkey since 2013 and is contributing to the migrant response since 2016 with a focus on responding to needs in health service delivery, social safety nets and the protection of vulnerable and marginalised migrants in southern Turkey.

# Proposed Timelines

|  |  |  |
| --- | --- | --- |
| **Line** | **Item** | **Date** |
| 1 | EOI published | 26th January 2018 |
| 2 | Closing date for clarifications | 15th February 2018, 23:59 GMT |
| 3 | Closing date and time for receipt of Offers | 25th February 2018, 23:59 GMT |
| 4 | EOI Opening Location | GOAL office, Ireland, address below. |
| 5 | EOI Opening Date and time | 26th February 2018, 11:00 GMT |

# Overview of requirements

## Service or Supply Specification

GOAL invites prospective suppliers to submit their expressions of interest to be included on a restricted supplier list for the supply of Fortified Wheat Flour into northwest Syria; the technical parameters must meet or exceed minimum specification requirements outlined in Appendix 2.

Suppliers who were successful in the first opening of this expression of interest do not need to apply again.

## The supplies being offered must be in line with the following requirements

The supplies must meet or exceed the specifications in Appendix 2. The supplies are required to be delivered DDP (Incoterms 2010) into GOAL warehouse locations in northwest Syria, specifically (but not limited to) Harem, Kafr Takharim and Darkosh.

## The service being offered must be in line with the following requirements

The detailed specification and relevant food standards must be in line with those set out in Appendix 2 of this expression of interest, as well as the following restrictions on Source and Origin.

**Source**: the country from which the commodity is shipped by the supplier to GOAL.

**Origin**: where the commodity was grown or produced. If a commodity undergoes processing which creates a commercially recognised new commodity that is significantly different in basic characteristics or in purpose of use (e.g. wheat flour or vegetable oil) the origin is defined as the country in which the commodity was milled/ refined/ processed.

**All** goods offered under this ITT must conform to the restrictions on Source **and** Origin described in Appendix 5 (Source and origin requirements for local and regional food procurement).

Any items offered with non-compliant Source and Origin will be rejected.

## Expression of Interest

This Expression of Interest is the first stage of a restricted tender process. The EoI will be evaluated on the basis of the technical criteria detailed below. Shortlisted vendors will then be issued Invitation to Tender (ITT) documents and invited to submit offers during 2018/2019/2020 for the provision of Fortified Wheat Flour on conditions set out in attached appendix 2.

Goal, on average, would require 3,000 MT of Wheat Flour per month, however there is no guarantee that these requirements will remain the same in the future. This call for Expression of Interest is **NOT** a Request for Quotation (RFQ) or an Invitation to Tender (ITT). This is a technical and quality assessment in order to create a restricted suppliers list and as such no financial offers are requested or should be submitted with your response.

# Terms, Conditions & Administrative Arrangements

## Request for Expressions of Interest

GOAL, acting in its capacity as Contracting Authority, invites suitably qualified parties that wish to enter onto a Restricted Suppliers List for supply of Fortified Wheat Flour to submit their Expressions of Interest.

## Clarifications and Query Handling

### GOAL has taken care to be as clear as possible in the language and terms it has used in compiling this EOI. Where any ambiguity or confusion arises from the meaning or interpretation of any word or term used in this document or any other document relating to this EOI, the meaning and interpretation attributed to that word or term by GOAL will be final. GOAL will not accept responsibility for any misunderstanding of this document or any others relating to this EOI.

### Requests for additional information or clarifications can be made up the deadline noted in section 2, and no later. Any queries about this EOI should be addressed in writing to GOAL via email on [clarifications@goal.ie](mailto:clarifications@goal.ie) and answers shall be collated and published online at <https://www.goalglobal.org/tenders> in a timely manner.

## Conditions of EoI Offer Submission

### Offers must be completed in English.

### Vendors must respond to all requirements set out in this EoI document and complete the Response Format as requested.

### Failure to submit offers in the required format will, in almost all circumstances, result in the rejection of the offer. Failure to resubmit a correctly formatted offer within the deadline set for such a request will result in disqualification.

### Vendors must disclose all relevant information to ensure that all offers are fairly and legally evaluated. Additionally, vendors must provide details of any implications they know or believe their response will have on the successful operation of the contract or on the normal day-to-day operations with GOAL. Any attempt to withhold any information that the vendor knows to be relevant or to mislead GOAL and/or its evaluation team in any way will result in the disqualification of the offer.

### Any conflicts of interest (including any family or close personal relationships to GOAL staff) involving a vendor must be fully disclosed to GOAL particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the vendor.

### GOAL will not be liable for any costs incurred by respondents in the preparation and submission of offers under this EOI or any associated work effort.

### GOAL will conduct this EOI, including the evaluation of responses and final awards in accordance with the detail set out at in the Evaluation process. EOIs will be opened by at least three designated officers of GOAL.

### The Supplier shall seek written approval from GOAL before entering into any sub-contracts for the purpose of fulfilling any contracts that may arise under this expression of interest. Full details of the proposed subcontracting company and the nature of their services shall be included in the written request for approval. Written requests for approval must be submitted to the contract focal point identified in section 1 of the contract.

### Information supplied by respondents will be treated as contractually binding. However, GOAL reserves the right to seek clarification or verification of any such information.

### GOAL reserves the right to terminate this expression of interest at any stage.

### Unsuccessful vendors will be notified.

### Companies that are successful and are included on the EOI shortlist will have to accept GOAL’s standard payment terms. GOAL’s standard payment terms are by bank transfer within 30 days after satisfactory implementation and receipt of documents in order. Satisfactory implementation is decided solely by GOAL.

### This document is not construed in any way as an offer to contract.

### GOAL and all contracted suppliers must act in all its procurement and other activities in full compliance with donor requirements. Any contract(s) that arise from this EOI may be financed by multiple donors and those donors and/or their agents have rights of access to GOAL and/or any of its suppliers or contractors for audit purposes. These donors may also have additional regulations that it is not practical to list here. Submission from a company to be included on the EOI shortlist assumes Service Provider acceptance of these conditions.

### **Terrorism and Sanctions:** GOAL does not engage in transactions with any terrorist group or individual or entity involved with or associated with terrorism or individuals or entities that have active exclusion orders and/or sanctions against them. GOAL shall therefore not knowingly purchase supplies or services from companies that are associated in any way with terrorism and/or are the subject of any relevant international exclusion orders and/or sanctions. If you submit a bid based on this request, it shall constitute a guarantee that neither your company nor any affiliate or a subsidiary controlled by your company are associated with any known terrorist group or is/are the subject of any relevant international exclusion order and/or sanctions. A contract clause confirming this may be included in an eventual purchase order based on this request.

## Quality Control at contract stage

GOAL and 3rd party companies will carry out random quality inspections from samples selected at any stage between production and distribution to GOALs beneficiaries. The cost of the quality control inspections and laboratory tests will be paid for by GOAL.

Independent quality and loading supervision may be used to ensure that all products supplied meet all packaging and loading requirements specified in the contract.

In cases of supplier’s quality default, in addition to Liquidated Damages section 22 of GOAL Standard Terms and Conditions (Appendix 4) the costs of the quality inspections and loading supervision will be charged to the vendor.

Sub-contracting: please take careful note of section 3 in GOAL Standard Terms and Conditions. GOAL may choose to visit potential suppliers, including sub-contractors (if any) during the evaluation process or at any stage of any subsequent contract that may arise from this Expression of Interest. **Sub-contractors must be pre-approved by GOAL and GOAL reserves the right to refuse any sub-contractor**.

## Submission of Expressions of Interest

Submissions must be delivered electronically in the following way:

Electronically to [hqtenders@goal.ie](mailto:hqtenders@goal.ie) and in the subject field state:

* 1. **ANT-BK-14343 Wheat Flour EOI**
  2. ***Name of your firm with the title of the attachment***
  3. ***Number of emails that are sent e.g. 1 of 3, 2 of 3, 3 of 3.***

All documents submitted must be in scan or PDF format. No word or excel documents will be accepted unless directly stated in the EOI document. Soft copy only (word or excel format) financial offers will not be accepted and will result in your bid being rejected. Each page must be signed and stamped by the prospective supplier. Tenderers will receive an automatic reply from [hqtenders@goal.ie](mailto:hqtenders@goal.ie) when the emails are electronically submitted.

Proof of sending is not proof of receipt. GOAL accepts no responsibility for technical or system malfunctions that prevent bids from being properly received. Please do not leave submissions to the last minute as late delivery will result in your bid being rejected. All information provided must be perfectly legible.

## EoI Opening Meeting

Expressions of Interests will be opened at **11:00 hrs Dublin local time,** on the 26th of February 2018 at the following location:

**GOAL Head Office,**

**First Floor, Carnegie House,**

**Library Road,**

**Dun Laoghaire,**

**Co. Dublin,**

**A96 C7W7,**

**Republic of Ireland**

**One** **authorised representative** of each Vendor may attend the opening of the bids. Companies wishing to attend are requested to **notify their intention by sending an e-mail at least 48 hours in advance** to the following e-mail address: [procurement@goal.ie](mailto:procurement@goal.ie). This notification must be sent by an authorised officer of the vendor and specify the name of the person who will attend the opening of the bids on the vendor's behalf.

Any change in date and time of the EOI opening meeting will be published on the GOAL tenders website [www.goalglobal.org/tenders](http://www.goalglobal.org/tenders).

Suppliers are invited to attend the EOI Opening Meeting entirely at their own cost.

# Evaluation Process

## Evaluation stages

Interested parties will be considered for participation in the EoI subject to the following qualification process:

|  |  |  |
| --- | --- | --- |
| **Phase #** | **Evaluation Process Stage** | **The basic requirements with which proposals must comply with** |
| *The first phase of evaluation of the responses will determine whether the EOI has been submitted in line with the administrative instructions and meets the essential criteria. Only those offers meeting the essential criteria will go forward to the second phase of the evaluation.* | | |
| 1 | **Administrative instructions** | 1. **Closing Date:**   Proposals must have met the deadline stated in section 2 of these Instructions to Vendors, or such revised deadline as may be notified to Vendors by GOAL. Vendors must note that GOAL is prohibited from accepting any proposals after that deadline.   1. **Submission Method:**   Proposals must be delivered in the method specified in section 4.5 of this document. GOAL will not accept responsibility for offers delivered by any other method. Responses delivered in any other method may be rejected.   1. **Format and Structure of the Proposals:**   Proposals must conform to the Response Format laid out in section 6 and Appendix 1 of these Instructions to Vendors or such revised format and structure as may be notified to Vendors by GOAL. **Failure to comply with the prescribed format and structure may result in your response being rejected at this stage.**   1. **Confirmation of validity of your proposal:**   The Vendors must confirm that the period of validity of their proposal is not less than 150 (one hundred and fifty) days. |
| **2** | **Essential Criteria** | 1. **Offers must meet or better the specification laid out in Appendix 2 and 6.** 2. **Bidders MUST be able to deliver supplies DDP (incoterms 2010) into North-West Syria, specifically (but not limited to) Harem, Kafr Takharim and Darkosh.** |
| *The second stage of the evaluation will involve an assessment of the Vendor’s personal and legal circumstances, economic and financial standing, to fulfil the obligations of any potential future contract* | | |
| **3** | **Legal, Economic & Financial Criteria** | 1. In-depth review of legal, financial & economic information submitted; vendor is assessed to have requisite financial stability and legal status. |
| *Each proposal that conforms to the Essential and Qualification Criteria will be evaluated according to the Award Criteria given below by GOAL.* | | |
| **4** | **Selection Criteria** | 1. As this first stage of the EOI is to qualify bidders for a shortlist, and will not result in the award of any contract or contracts, there are no award criteria at this stage. Bidders who are shortlisted as a result of this EoI will then be invited to submit offers against specific Invitations to Tender (ITT), which will contain the specific award criteria for each EOI. 2. No commitment of any kind, contractual or otherwise will exist unless and until a formal contract has been executed by GOAL. The award will not give rise to any enforceable rights by the Supplier. GOALmay cancel the process at any time prior to a contract being entered into.   Suppliers will be assessed on the following selection criteria:   * 1. Technical capability of the supplier including milling and production capacity.   Delivery capability into northwest Syria.  Financially viable.   * 1. Confirmation that the fortified wheat flour conforms to Codex STAN 152-1985 (Appendix 6). |
| **5** | **Post selection** | References and other checks are found to be clear and quality is assessed. |

## EoI Evaluation

GOAL will convene an evaluation team which may include members of the Finance, Logistics, Programmes, Donor Compliance and Internal Audit, as well as third party technical input.

Site visits will be performed as part of the evaluation process.

During the evaluation period clarifications may be sought by e-mail from vendors. Clarifications may include (but are not limited to) testimonials from customers in support of particular aspects of an offer, whether such aspects are contained in the original submission or in subsequent responses to requests for clarification. Deadlines will be imposed for the receipt of such clarifications and failure to meet these deadlines may result in the disqualification of the offer or loss of marks. Responses to requests for clarification shall not materially change any of the elements of the proposals submitted. Unsolicited communications from Vendors will not be entertained during the evaluation period.

# Response Format

## Introduction

All proposals must conform to the response format laid out below. Where an offer does not conform to the required format the Vendor may be requested to resubmit it in the correct format, on the understanding that the resubmission cannot contain any material change from the original. Failure to resubmit in the correct format within 3 (three) working days may result in disqualification.

By responding to this EoI, each Vendor is required to accept the terms and conditions of this EoI and to acknowledge and confirm their acceptance by returning a signed copy with its response. Should a Vendor not comply with these requirements, GOAL may, at their sole discretion, reject the response.

If the Vendor wishes to supplement their Response to any section of the EOI specifications with a reference to further supporting material, this reference must be clearly identified, including section and page number.

## Submission Checklist

|  |  |  |
| --- | --- | --- |
| **Line** | **Item** | **Tick attached/submitted** |
| 1 | This checklist |  |
| 2 | Appendix 1, filled, signed and stamped |  |
| 3 | Appendix 2, filled, signed and stamped |  |
| 4 | Appendix 3, filled, signed and stamped. |  |
| 5 | GOAL Terms and Conditions (Appendix 4), signed and stamped |  |
| 6 | Examples of quality certificates and certificates of origin related to the supply of fortified wheat flour as per Appendix 3. |  |
| 7 | Evidence of at least two previous similar contracts fulfilled, as per the guidance in Appendix 3 (section 1.3). |  |

# Appendix 1 - Company details

# Contact Details

This section must include the following information regarding the Individual or Company and any partners or sub-contractors:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the prime Vendor |  | | |
| Registered address of the prime Vendor |  | | |
| Company Name |  | | |
| Address |  | | |
| Previous Name(s) if applicable |  | | |
| Registered Address if different from above |  | | |
| Registration Number |  | | |
| Telephone |  | | |
| E-mail address |  | | |
| Website address |  | | |
| Year Established |  | | |
| Legal Form. Tick the relevant box | 🞏 Company  🞏 Partnership | | 🞏 Joint Venture  🞏 Other (specify): |
| VAT/TVA/Tax Registration Number |  | | |
| Directors names and titles and any other key personnel |  | | |
| Please state name of any other persons/organisations (except vendor) who will benefit from this contract (GOAL compliance matter) |  | | |
| Parent company |  | | |
| Ownership |  | | |
| Do you have associated companies? Tick relevant box. If YES – provide details for each company in the form of additional table as per **Contact Details** | 🞏Yes 🞏No | | |
|  | **Primary Contact** | **Secondary Contact** | |
| Name |  |  | |
| Current Position in the Organisation: |  |  | |
| No. of years working with the Organisation: |  |  | |
| Email address |  |  | |
| Telephone |  |  | |
| Mobile |  |  | |
| Other Relevant Skills: |  |  | |
| Institution (Date from – to) |  |  | |
| Degrees or Diplomas |  |  | |

## Professional or Corporate Memberships

These are with external professional bodies that your company is registered with, if any (please note this is not the company/ business registration details). Please attach copies of any relevant certificates or memberships and use more lines if necessary:

|  |  |  |  |
| --- | --- | --- | --- |
| No | Name of the body | Year of registration | Membership Number |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

## Profile

Vendors should note that the information requested below will be required under the Essential Criteria. In total the answers to these questions should take no more than 2 pages

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Description** | **Response** | |
| 1 | An outline of the scope of business activities, and in particular details of relevant experience regarding contracts of this nature |  | |
| 2 | Provide details of two contracts of a similar nature carried out directly by your company in the last two years (please state customer name, delivery location, value and duration of contract, and dates) |  | |
| 3 | The number of years the Vendor has been in business in its present form |  | |
| 4 | A statement of overall turnover and turnover in respect to the goods and services offered under the proposed agreement for the last three years as per the following table: | | |
| **Year** | **Overall Turnover EUR** | **Offered Goods Turnover EUR** |
| **2017** |  |  |
| **2016** |  |  |
| **2015** |  |  |
| 5 | Where the Supplier proposes to use subcontractors or resellers/ distributors in the execution of the agreement this section should include details of the quality assurance mechanisms used by the Supplier to monitor the activities of its subcontractors or resellers/ distributors. Suppliers should note that commitment to quality, as evidenced by the existence of such quality control procedures, will be used as a Qualification Criteria |  | |
| 6 | Any other relevant information |  | |

## 

## References

At least 2 (two) relevant references who may be contacted on a confidential basis to verify satisfactory execution of contracts must be supplied. These references may not be GOAL personnel or related to a GOAL contract. Respondents should supply this information for each of the references in the following format:

|  |  |  |
| --- | --- | --- |
| 1 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Fax |  |
| Email |  |
| Nature of supply |  |
| Approximate value of contract |  |
| Start and end date of contract |  |
| 2 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Fax |  |
| Email |  |
| Nature of supply |  |
| Approximate value of contract |  |
| Start and end date of contract |  |
| 3 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Fax |  |
| Email |  |
| Nature of supply |  |
| Approximate value of contract |  |
| Start and end date of contract |  |
| 4 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Fax |  |
| Email |  |
| Nature of supply |  |
| Approximate value of contract |  |
| Start and end date of contract |  |

# Declaration re Personal and Legal circumstances

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| THIS FORM MUST BE COMPLETED AND SIGNED BY A DULY AUTHORISED OFFICER OF THE SUPLLIERS’ ORGANISATION. Please tick Yes or No as appropriate to the following statements relating to the current status of your organisation | | | Yes | No |
| 1 | The Supplier is bankrupt or is being wound up or its affairs are being administered by the court or has entered into an arrangement with creditors or has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations | |  |  |
| 2 | The Supplier is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws and regulations | |  |  |
| 3 | The Supplier, a Director or Partner, has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata or been guilty of grave professional misconduct in the course of their business | |  |  |
| 4 | The Supplier has not fulfilled its obligations relating to the payment of taxes or social security contributions in Ireland or any other State in which the Supplier is located | |  |  |
| 5 | The Supplier, a Director or Partner has been found guilty of fraud | |  |  |
| 6 | The Supplier, a Director or Partner has been found guilty of money laundering | |  |  |
| 7 | The Supplier, a Director or Partner has been found guilty of corruption | |  |  |
| 8 | The Supplier, a Director or Partner has been convicted of being a member of a criminal organisation | |  |  |
| 9 | The Supplier, a Director or Partner is under investigation, or has been sanctioned within the preceding three (3) years by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice. | |  |  |
| 10 | The Supplier has been guilty of serious misrepresentation in providing information to a public buying agency | |  |  |
| 11 | The Supplier has contrived to misrepresent its Health & Safety information, Quality Assurance information, or any other information relevant to this application | |  |  |
| 12 | The Supplier has colluded between themselves and other bidders (a bidding ring), and/or the Supplier has had improper contact or discussions with any member of GOAL staff and/or members of their family | |  |  |
| 13 | The Supplier is fully compliant with the minimum terms and conditions of the Employment Law and with all other relevant employment legislation, as well as all relevant Health & Safety Regulations in the countries of registration and operations | |  |  |
| 14 | The Supplier has procedures in place to ensure that subcontractors, if any are used for this contract, apply the same standards. | |  |  |
| 15 | Consistent with numerous United Nations Security Council resolutions including S/RES/1269 (1999), S/RES/1368 (2001) and S/RES/1373 (2001), GOAL is firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. It is the policy of GOAL to seek to ensure that none of its funds are used, directly or indirectly, to provide support to individuals or entities associated with terrorism. In accordance with this policy, **the** Supplier **undertakes to use all reasonable efforts to ensure that it does not provide support to individuals or entities associated with terrorism.** | |  |  |
| I certify that the information provided above is accurate and complete to the best of my knowledge and belief.  I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders. | | | | |
| Date | |  | | |
| Name | |  | | |
| Position | |  | | |
| Telephone number | |  | | |
| Signature and full name | |  | | |

# self-declaration of finance and tax

|  |  |  |
| --- | --- | --- |
| **Turnover history** | | |
| **Turnover figures entered into the table must be the total sales value before any deductions**  ‘Turnover of related products’ is for companies that provide items or services in multiple sectors. Please enter information on turnover of items or services that are similar in nature to the items or services requested under this EOI. Please indicate the currency. | | |
| **Trading year** | **Total turnover** | **Turnover of milled products** |
| **2017** |  |  |
| **2016** |  |  |
| **2015** |  |  |
| Include a short narrative below to explain any trends year to year | | |
|  | | |
| **GOAL operates within the law of the country of operation and within international legal requirements. GOAL expects all companies to fulfil their legal obligations, including meeting their tax liabilities and duties in accordance with the relevant tax legislation. Please comment below if you feel there are any matters you need to bring to GOAL’s attention.** | | |
| *Please continue on a separate sheet if necessary.* | | |

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future EOI or tenders.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed (Director): |  | | |
| Print  name: |  | Date: |  |
| Company Name: |  | Company Stamp: |  |

# Appendix 2 – Fortified Wheat Flour Specifications

# Raw Materials

## Wheat

Fortified Wheat Flourshall:

* be manufactured from wheat of good quality,
* be free from: foreign materials, substances hazardous to health, excessive moisture, insect damage and fungal contamination;
* comply with all relevant national food laws and standards;
* conform to Codex STAN 152-1985 (Appendix 6);
* Be obtained from non-genetically modified varieties (*if required by the contract*).

Wheat must be stored under dry, ventilated and hygienic conditions. Only safe insecticides (i.e. phosphine) may be used for fumigation control. Where needed, fumigation must be performed by certified operators.

## Vitamins and minerals

Complete micronutrient premixes must be purchased from a WFP approved supplier:

* BASF (Stern Vitamin);
* DSM;
* Fortitech;
* Nicholas Piramal;
* Hexagon Nutrition or their authorized dealers; and
* GAIN premix facility.

Addresses of premix suppliers are on <http://foodquality.wfp.org>

Micronutrient premixes must be delivered to the processor of **Fortified Wheat Flour** with a complete Certificate of Analysis as well as with a Proof of purchase of premixes.

Micronutrient premixes must be stored in a dry, cool and clean place where the temperature is a maximum of 25 degrees centigrade.

# Product Specifications

## General Requirements

The wheat flour must be produced according to Recommended General Principles of Food Hygiene CAC/RCP 1-1969 Rev 4 – 2003.

The wheat supplier warrants that the wheat flour shall conform to Codex Stan 152-1985 (Appendix 6), be freshly milled, and suitable for bread making.

- Moisture content: 14 % maximum (50kg at 14% MC)

- Ash: 0.65% maximum of dry matter

- Protein: 11.0 % minimum of dry matter

- Zeleny index: 30 ml minimum

- Delayed sedimentation: Zeleny value + 5 ml minimum

- Hagberg Falling Number (HFN): 230 minimum (incl. 60 sec preparation)

- Wet gluten: 28 % minimum

- Gluten index: 85 % minimum

- Chopin Alveograph

- W: 215 minimum

- P: 80 minimum

- L: 80 minimum

- Fatty acid: maximum 120 mg KOH per 100 gram dry matter

## Micronutrients

Wheat Flour must be fortified to provide the following micro nutrient supplement

- The incorporation rate is 250 g micronutrient premix per ton of flour

**Micronutrient rate and chemical form:**

|  |  |  |
| --- | --- | --- |
|  | **Target** | **Chemical form** |
| Vitamin A | 1.0 mg/kg | Dry vitamin A palmitate 250 n.s |
| Vitamin B1 | 4.4 mg/kg | Thiamine mononitrate |
| Vitamin B2 | 2.6 mg/kg | Riboflavin |
| Vitamin B3 | 35.0 mg/kg | Nicotinamide |
| Folic acid | 1.0 gr/kg | Folic acid |
| Vitamin B12 | 0.008 mg/kg | Cyanocobalamin |
| Iron | 15 mg/kg | NaFeEDTA |
| Zinc | 30 mg/kg | Zinc oxide |

## Safety

Fortified Wheat Flourshall be free from objectionable matter; not contain any substances originating from micro-organisms or any other poisonous or deleterious substances such as anti-nutritional factors, heavy metals or pesticide residues, in amounts which may represent a hazard to health.

## Shelf Life

It shall retain above qualities for at least one year from date of manufacture when stored dry at ambient temperatures prevalent in the country of destination.

# Packaging

The packaging will be specified for each individual contract.

# Marking

Name of the product: **Fortified Wheat Flour**

- Net content.

- Name and address of the supplier (including country of origin).

- Batch number (or SI).

- Production date.

- Additional marking as per contractual agreement.

Marking may be required in English, Arabic or another language.

# Storing

Fortified Wheat Flour must be stored under dry, ventilated and hygienic conditions.

# Analytical Requirements

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Test** | **Recommended Level** | **Reference Method***\** |
| 1 | Organoleptic | Pleasant smell; Typical taste  and colour |  |
| 2 | Moisture content | 14 % maximum | ICC No 110  ISO 711-2009 |
| 3 | Ash | 0.65% maximum of dry matter | ICC No. 104 |
| 4 | Protein | 11 % minimum of dry matter | ICC No. 105 |
| 5 | Zeleny index | 30 ml minimum | ICC No 116 & 118  ISO 5529 |
| 6 | Delayed  sedimentation | Zeleny value + 5 ml minimum |  |
| 7 | Hagberg Falling  Number (HFN) | 230 min. (incl. 60 sec  preparation) | ICC No 107  ISO 3093 |
| 8 | Wet gluten | 28 % minimum | AACC 38-12A  ICC No 155  ISO 21415-1 |
| 9 | Gluten index | 85 % minimum | ICC 155  AACC 3812 |
| **Chopin Alveograph** | | | |
| 10 | **W** | 215 minimum | AACC 54-30A  ISO 27971 |
| 11 | P | 80 minimum |  |
| 12 | **L** | 80 minimum |  |
| 13 | Fatty acid | maximum 120 mg KOH per  100 gram dry matter | ISO 7305  AOAC 14022 |
| 14 | Vitamin A | 1.0 mg/kg | AOAC 992.04  AACC 86-03 |
| 15 | Iron | 15.0 mg/kg | AOAC 944.02  AACC 40-41B |

*\* Or equivalent*

I confirm that the wheat flour provided by us is compliant with all Turkish Ministry of Agriculture food standards and requirements and is equal to or exceeds the product specifications in this appendix and Codex STAN 152-1985.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed (Director): |  | | |
| Print  name: |  | Date: |  |
| Company Name: |  | Company Stamp: |  |

# Appendix 3 – Certification & Capacity

## 1.1 Certification

**Please also supply copies of, or copies of examples of each certificate that you hold or provide. Please identify each certificate with the code outlined in the table below.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Certificate\*** | **Purpose of Certificate** |  | Date your Company received this Certificate | Date this Certificate expires | Comments from Company | Code |
| ISO 9000 stated as ISO 9001:2015  Online see http://www.iso.org/iso/iso\_catalogue/management\_and\_leadership\_standards/iso\_9000 | Quality Management System Certificate | Submit a valid, up to date copy of this certificate. |  |  |  | A |
| ISO 22000:2005  See http://www.iso.org/iso/home/store/catalogue\_tc/catalogue\_detail.htm?csnumber=35466 | International standard specifies the requirements for a food safety management system that involves the following elements: interactive communication, system management, prerequisite programs, HACCP principles | Submit a valid, up to date copy of this certificate. |  |  |  | B |
| Chemical Laboratory Analysis Certificate | Chemical level of Analysis of components and structure of the product | Submit a sample of a previous certificate. |  |  |  | C |
| Physical Laboratory Analysis Certificate | Physical level of Analysis of components and structure of the product | Submit a sample of a previous certificate. |  |  |  | D |
| Turkish Ministry of Agriculture certification (or equivalent) | Accreditation from the Turkish Government that the product is according to Turkish Ministry of Agriculture food standards. | Submit a sample of a previous certificate. |  |  |  | E |
| Certification from a TURKAK approved company (or equivalent) | Accreditation from any company that has itself been approved to perform inspections and certifications by the Turkish Accreditation Authority (TURKAK) | Submit a valid, up to date copy of this certificate. |  |  |  | F |
| Certificate of Origin  see http://www.iccwbo.org/chamber-services/trade-facilitation/certificates-of-origin/what-is-a-certificate-of-origin-/ | Document used for certification that the products exported are wholly obtained, produced or manufactured in a particular Country | Submit a sample of a previous certificate. |  |  |  | G |

If your company has other certifications, please add extra lines to this table.

## 1.2 Milling capacity:

|  |  |
| --- | --- |
| Daily milling capacity (MT/day): |  |
| Daily production capacity  (MT/day): |  |

## 1.3 Delivery Capacity:

The supplies must meet or exceed the specifications in Appendix 2. The supplies are required to be delivered DDP (Incoterms 2010) into GOAL warehouse locations in northwest Syria, specifically (but not limited to) Harem, Kafr Takharim and Darkosh.

Due to the complicated nature of this supply chain, GOAL would like to see evidence of previous contracts fulfilled to these locations or other locations inside northwest Syria. This can be in the nature of redacted (edited) contracts, official letters confirming fulfilment (containing the pertinent contract details) or a detailed summary of the contract and a point of contact in the receiving organisation who can confirm the contract fulfilment.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Contract with (company name) |  |  |  |
| Start and end date of contract |  |  |  |
| Nature of Supply |  |  |  |
| Value of contract |  |  |  |
| Point of delivery inside Syria |  |  |  |
| Contact person to confirm contract details, include phone and email contact information. |  |  |  |

## 1.4 Confirmations

By signing this Appendix 3 to the Call for Expressions of Interest G-SY-ANT-BK-14343, I confirm that the product which I am offering conforms to the Codex STAN 152-1985 (Appendix 6) and the specification in Appendix 2.

I further confirm that the information contained in my proposal is valid for 12 months from the closing deadline of this Call for Expressions of Interest Procedure.

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future EOI or tenders.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed (Director): |  | | |
| Print  name: |  | Date: |  |
| Company Name: |  | Company Stamp: |  |

# Appendix 4 - GOAL terms and conditions

**These are attached as a separate document.**

# Appendix 5 – Source and origin requirements for local and regional food procurement

**These are attached as a separate document.**

# Appendix 6– Codex STAN 152-1985

**This is attached as a separate document.**