



Expression of Interest (EOI)
To create a Restricted Suppliers List for the supply of Dry Yeast
REF: G-SY-ANT-BK 31549

GOAL is completely against fraud, bribery and corruption

GOAL does not ask for money for bids. If approached for money or other favours, or if you have any suspicions of attempted fraud, bribery or corruption please report immediately to email speakup@goal.ie

Please provide as much detail as possible with any reports

1 ABOUT GOAL

Established in 1977, GOAL is an international humanitarian and development agency committed to working with communities to achieve sustainable and innovative early response in crises and to assist them to build lasting solutions to mitigate poverty and vulnerability. GOAL has worked in over 60 countries and responded to almost every major humanitarian disaster. We are currently operational in 13 countries globally. For more information on GOAL and its operations please visit www.goalglobal.org.

GOAL's Food Security programme in north-western Syria targets over 400,000 people with regular food aid through in-kind or voucher distributions. GOAL has been operating in Idleb and neighbouring areas since 2013 and has built the largest food distribution programme in North West Syria.

2 PROPOSED TIMELINES

Line	Item	Date
1	EOI published	22 nd July 2022
2	Closing date for clarifications	17:00pm, 29 th July 2022, UTC/GMT +1 hour
3	Closing date and time for receipt of Submissions	17:00pm, 21 st August 2022, UTC/GMT +1 hour
4	Tender Opening Location	GOAL Dublin HQ, Ireland
5	Tender Opening Date and time	14:00pm, 23 rd August 2022, UTC/GMT +1 hour

3 OVERVIEW OF REQUIREMENTS

3.1 SUPPLY REQUIREMENTS

Expression of Interest (EOI)

GOAL currently has a restricted supplier list (RSL) in place (ref: 18771) for the supply of dry yeast into North West Syria that was formed following a previous expression of interest process in 2019. GOAL now seeks to renew the RSL and invites prospective suppliers to register their interest under this new EOI process.

EOI submissions must demonstrate proven ability to meet or exceed the minimum technical specifications included in **Annex 1** of this document. Suppliers must also be able to satisfy the “USAID FFP Syria Response Source and Origin Requirements” included as **Annex 2** to this document. Suppliers must agree to supply under GOAL’s Standard Terms and Conditions and Supplier Code of Conduct included as **Annex 3, Annex 4** and **Annex 5** to this document. Suppliers must also demonstrate the required capability and capacity to deliver DDP (Incoterms 2020) into GOAL warehouse locations in northwest Syria or Turkish Red Crescent (TRC) location at Zero Point Cilvegozu (bab el hawa) Reyhanli/Turkey.

Following the EOI, no commitment of any kind, contractual or otherwise, will exist. The EOI is a technical and quality assessment to put in place a new RSL. The criteria GOAL will use for the assessment are contained in this document. Suppliers successfully appointed to the RSL will be invited to submit offers against future specific invitations to tender which GOAL will issue at different points in time subject to programme requirements and available funding. The current forecast for the period leading up to May 2023 is approximately 33 metric tonnes. Due to the nature of humanitarian work, GOAL can in no way guarantee these quantities.

Prospective suppliers will also be subject to GOAL’s full due diligence protocols which include but are not limited to anti-terror checks and financial due diligence.

The existing RSL will remain in place until this EOI is complete. All prospective suppliers that submit an expression of interest will be notified of the outcome of the process. It is envisaged that the new RSL formed following this EOI will remain valid for three years. When issuing invitations to tender to the RSL, GOAL is under no obligation to issue invitations to tender to any supplier. GOAL retains the right to amend the suppliers on the RSL at any time.

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.

4 TERMS OF THE PROCUREMENT

4.1 PROCUREMENT PROCESS

4.1.1 The Contracting Authority for this procurement is GOAL.

4.2 CLARIFICATIONS AND QUERY HANDLING

4.2.1 Requests for additional information or clarifications can be made up to the 29th July 2022 and no later. Any queries about this EOI should be addressed in writing to GOAL via email on clarifications@goal.ie, referencing the tender number, and answers shall be collated and shared with all bidders in a timely manner.

4.3 CONDITIONS FOR COMPLETING THE EOI

4.3.1 All documentation must be completed in English.

4.3.2 Suppliers must respond to all requirements set out in this document and complete their offer in the format provided.

4.3.3 Failure to complete any documentation in the required format will, in almost all circumstances, result in the rejection of the tender. Failure to re-submit correctly formatted documents within three working days of a request will result in disqualification.

4.3.4 Suppliers must disclose all relevant information to ensure that all submissions are fairly and legally evaluated. Suppliers 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 supplier knows to be relevant or to mislead GOAL or its evaluation team in any way will result in the disqualification.

- 4.3.5 Any conflicts of interest (including any family relations to GOAL staff) involving a supplier 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 supplier.
- 4.3.6 GOAL will not be liable in respect of any costs incurred by suppliers in the preparation and submission of tenders or any associated work effort.
- 4.3.7 GOAL will conduct the Invitation to Restricted Competition (IRC), including the evaluation of responses and final awards in accordance with the criteria set out in the IRC. Submissions will be opened by at least three designated officers of GOAL.
- 4.3.8 GOAL is not bound to accept any tender submitted.
- 4.3.9 GOAL reserves the right to split the award of any resulting contract between different suppliers in any combination it deems appropriate, at its sole discretion.
- 4.3.10 Suppliers will seek written approval from GOAL before entering into any sub-contracts for the purpose of fulfilling any resulting contract. Full details of the proposed subcontracting company and the nature of their services will be included in the written request for approval. Written requests for approval must be submitted in accordance with the conditions set out in any subsequent contract.
- 4.3.11 GOAL reserves the right to refuse any subcontractor that is proposed by the supplier.
- 4.3.12 GOAL reserves the right to negotiate with the supplier who has submitted the lowest bid that fully meets requirements for the purpose of seeking revisions of such bid to enhance its technical aspects and to reduce the price.
- 4.3.13 Information supplied by suppliers will be treated as contractually binding. However, GOAL reserves the right to seek clarification or verification of any such information.
- 4.3.14 GOAL reserves the right to terminate the tender process at any stage.
- 4.3.15 Unsuccessful suppliers will be notified.
- 4.3.16 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.
- 4.3.17 This document is not construed in any way as an offer to contract.

- 4.3.18 GOAL and all suppliers appointed to restricted lists, must act in all its procurement and other activities in full compliance with GOAL's donor requirements. Any contracts that arise from the EOI and a subsequent IRC may be financed by multiple donors including USAID or their agents have rights of access to GOAL and any of its suppliers or contractors for audit purposes. Donors may also have additional regulations that it is not practical to list here. Submissions under the EOI assume acceptance of these conditions.
- 4.3.19 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 or sanctions against them. GOAL will not purchase supplies or services from suppliers that are associated in any way with terrorism or are the subject of any international exclusion orders or sanctions. All suppliers making submissions under the EOI guarantee that neither they nor any affiliate or a subsidiary controlled by them are associated with any known terrorist group or are the subject of any international exclusion order or sanctions. Any contract entered into subsequent to the EOI and an IRC will reflect this requirement.

4.4 QUALITY CONTROL

As part of the EOI process, suppliers are asked to complete a Technical Questionnaire in Appendix 7, in addition to a signed EOI statement in Appendix 6. GOAL reserves the right to perform additional checks on information provided by suppliers by visiting their premises or sub-contractor's premises. Suppliers will be notified in advance of a visit. Sub-contractors must be pre-approved by GOAL and GOAL reserves the right to refuse any sub-contractor.

Following an IRC, parties nominated by GOAL will carry out quality inspections on awarded suppliers from samples selected during production, upon departure, loading, unloading and arrival to destination or from any storage location. The cost of the quality control inspections will be covered by GOAL.

4.5 SUBMISSION OF EOI

Submissions must be delivered electronically in the following way:

Electronically to hqtenders@goal.ie and in the subject field state:

- a) G-SY-ANT-BK 31549
- b) Name of supplier
- c) 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. Each page must be signed and stamped by the supplier. Suppliers will receive an automatic reply from 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. Late delivery will result in your bid being rejected. All information provided must be perfectly legible.

4.6 EOI OPENING MEETING

All submissions will be opened at **14:00pm, 23rd August 2022, UTC/GMT +1 hour** 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 supplier may attend the opening of the bids. Companies wishing to attend must notify GOAL of their intention by sending an e-mail 48 hours in advance to the following e-mail address: procurement@goal.ie. This notification must be signed by an authorised officer of the supplier and specify the name and role of the person who will attend the opening of the bids on the supplier's behalf.

Suppliers are invited to attend at their own cost.

Note: Due to Covid19, companies who send an email to notify their intention to attend will be informed by return of email whether the tender public opening will proceed. This decision will be in line with local government regulations and GOAL's health and safety decision at that time.

4.7 REMOVAL OR SUSPENSION FROM RSL

Goal may, at its sole discretion and without any minimum notice, immediately remove a supplier from the RSL. Once a supplier is removed from the RSL they will no longer be able to tender for any GOAL contracts for which that RSL was formed.

Suppliers may remain on the RSL but be suspended from tendering for GOAL contracts. GOAL will inform a supplier if it is being suspended. Suspension will be at GOAL's sole discretion and without any minimum notice. The length of any suspension and any conditions attaching to the suspension will be a matter for GOAL.

5 EVALUATION PROCESS

5.1 EVALUATION STAGES

5.1.2 Expressions of Interest will be evaluated subject to the following process:

	Evaluation Process Stage	The basic requirements with which proposals must comply with
1	Administrative Criteria	<p>1. Closing Date: Submissions must have met the deadline stated in section 2 of this document, or such revised deadline as may be notified by GOAL.</p> <p>2. Submission Method: Submissions must be delivered in the method specified in section 4.5 of this document.</p> <p>3. Format and Structure of the Proposals: Submissions must conform to the response format laid out in section 6 of this document, and the Appendices, or such revised format and structure as may be stipulated by GOAL. Failure to comply with the prescribed format and structure may result in the submission being rejected.</p> <p>4. Confirmation of validity of your proposal: The supplier must confirm that their proposal is valid for 120 days.</p>
2	Essential Criteria	<p>1. Suppliers must submit copies of all mandatory certificates requested in Appendix 4 to this document.</p> <p>A) Company certificates: Chamber of Commerce registration and tax registration certificate.</p> <p>B) Technical Capacity certificates: Certificate of analysis (not older than January 2022), ISO 9000 Quality Management and ISO 22000 Food Safety Management.</p> <p>2. Suppliers must demonstrate ongoing ability to meet minimum mandatory requirements of technical specifications and packaging requirements included as Annex 1 to this document by providing a recent certificate of analysis (not older than January 2022) of dry yeast that proves ability to meet those requirements.</p> <p>3. Suppliers must demonstrate proven ability to deliver supplies to one or both of the below locations by providing evidence of previous experience delivering food items or dry yeast to those locations since 2017 (based on information provided in Appendix 5: 'Previous Contracts').</p> <p>A) Local delivery inside Turkey on DDP (Incoterms 2020) to TRC (Zero Point Cilvegozu (bab el hawa) Reyhanli/Turkey).</p>

		<p>B) Northwest Syria, specifically (but not limited to) GOAL warehouses in Kafr Takharim, Ma'arrat Misrin and Darkush on DDP (incoterms 2020).</p> <p>4. Suppliers must demonstrate proven ability to satisfy the US AID FFP Requirements related to Source and Origin included as Annex 2 to this document. Based on information provided in Appendix 7: 'Technical Questionnaire' and the signed EOI statement in Appendix 6.</p> <p>5. Suppliers must demonstrate proven ability to produce a minimum of 15 metric tonnes of dry yeast per month.</p> <p>6. Suppliers must demonstrate capability to deliver within 30 calendar days of date of order, excluding the time taken for external sample testing to be completed.</p>
<p><i>Each proposal that conforms to the Administrative, Essential, Legal, Financial and Qualification Criteria will be evaluated according to the Award Criteria given below by GOAL.</i></p>		
3	Award Criteria (100 marks)	<p>1. Technical capability and capacity based on information provided in Appendix 7 Technical Questionnaire. (max. 50 marks)</p> <p>2. Proven ability to deliver dry yeast or food supplies on DDP Incoterms 2020 to North West Syria or local delivery Turkey to TRC (Zero Point Cilvegozu (bab el hawa) Reyhanli/Turkey). (max. 40 marks)</p> <p>3. Technical qualifications based on additional certificates provided in Appendix 4 Certifications and Appendix 7 Technical Questionnaire. (max. 10 marks)</p>
<p><i>Legal, Financial and Qualification Checks take place throughout the evaluation process.</i></p>		
4	Legal, & Financial Criteria	<p>Review of legal and financial information submitted. Supplier is assessed to have requisite financial stability and legal status. To assess this, supplier is required to submit year-end financial documents for the past 3 years. (e.g., balance sheet, tax declaration, trial balance).</p>
5	Qualification Criteria	<p>All due diligence checks are found to be clear including but not limited to anti-terror checks.</p>

Please note that as part of the selection process, GOAL may inspect the suppliers' primary production facility that will be used to fulfil any resulting contracts that may be awarded following an IRC. GOAL will give suppliers one week's notice prior to inspection.

6 EOI EVALUATION

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

During the evaluation period, clarifications may be sought by e-mail from suppliers. Deadlines will be imposed for the receipt of such clarifications and failure to meet these deadlines may result in the disqualification of the Tender or loss of marks. Responses to requests for clarification shall not materially change any of the elements of the proposals submitted. Unsolicited communications from suppliers will not be entertained during the evaluation period.

7 RESPONSE FORMAT

7.1 INTRODUCTION

All submissions must conform to the response format set out in this document. Where a submission does not conform to the required format, the supplier will 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 three working days may result in disqualification.

By responding to the EOI, the supplier accepts the terms and conditions of the EOI. Should a supplier not comply with these requirements, GOAL may, at their sole discretion, reject the response.

7.2 SUBMISSION CHECKLIST EOI

Please ensure that you have read and thoroughly understand the instruction given in the checklist below. Failure to comply with this instruction will almost certainly mean your submission will be unsuccessful.

Line	Document to be Submitted	Administrative Instructions for Submission
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1	Appendix 1: Company Details	Complete, Sign, Stamp and Return as separate PDF entitled 'Appendix 1 Company Details'.
2	Appendix 2: Declaration of Personal and Legal Circumstances	Complete, Sign, Stamp and Return as separate PDF entitled 'Appendix 2 Declaration Personal & Legal'.
3	Appendix 3: Self-Declaration of Finance and Tax	Complete, Sign, Stamp and Return as separate PDF entitled 'Appendix 3 Declaration Finance & Tax'.
4	Appendix 4: Mandatory Certification, Chamber of Commerce Registration and Tax Registration	Please supply copies of each certificate in PDF format naming each PDF with the Certification Title e.g., ISO 9000 Certificate.
5	Appendix 5: Previous Contracts	Complete, Sign, Stamp and Return as separate PDF entitled 'Appendix 5 Previous Contracts'.
6	Appendix 5.1: Supporting Documentation – Evidence of Previous Contracts	This can be in the nature of redacted (edited) contracts or official documentation confirming fulfilment (containing the pertinent contract details). Please submit in PDF format entitled 'Evidence of Previous Contracts - Name'.
7	Appendix 6: EOI Statement	Complete, Sign, Stamp and Return as separate PDF entitled 'Appendix 6 EOI'.
8	Appendix 7: Technical Questionnaire	Complete, Sign, Stamp and Return as separate PDF entitled 'Appendix 7 Technical Questionnaire'.
9	Annex 3: GOAL Standard Terms and Conditions	Sign, Stamp and Return as separate PDF entitled 'Annex 3: GOAL Standard Terms and Conditions'.
10	Annex 4: GOAL Template Supply Contract for Goods	Sign, Stamp and Return as separate PDF entitled 'Annex 4: GOAL Template Supply Contract for Goods'.
11	Annex 5: GOAL Supplier Code of Conduct	Sign, Stamp and Return as separate PDF entitled 'Annex 5: GOAL Supplier Code of Conduct'.
12	Year-end financial documents (e.g., balance sheet, tax registration, trial balance)	Please submit in PDF format entitled 'Year-End Financial Documents'.

8 APPENDICES & ANNEXES

Appendix 1 – Company Information (Attached as a separate document)

Appendix 2 - Declaration of Personal and Legal Circumstances (Attached as a separate document)

Appendix 3 – Self Declaration Tax (Attached as a separate document)

Appendix 4 – Certifications (Attached as a separate document)

Appendix 5 – Previous Contracts (Attached as a separate document)

Appendix 6 – EOI Statement (Attached as a separate document)

Appendix 7 – Technical Questionnaire (Attached as a separate document)

Annex 1 – Technical Specification of Dry Yeast (Attached as a separate PDF)

Annex 2 – USAID FFP Source and Origin Requirements 2022 (Attached as Separate PDF)

Annex 3 – GOAL Standard Terms and Conditions (Attached as Separate PDF)

Annex 4 – GOAL Template Supply Contract for Goods (Attached as a separate PDF)

Annex 5 – GOAL Supplier Code of Conduct (Attached as a separate PDF)

