



Name of Tender: Tender for Preferred Suppliers for Supply of Student Food Ration to Business Investment & Commercial Services (BICS) Kitchen

Tender Reference Number: UTB/BICS-01/24

1. Introduction

Solomon Islands National University (SINU) invites interested suppliers or individuals to submit bids for preferred supplier for supply of food ration to Business Investment & Commercial Services (BICS) Kitchen. The successful bidders will be responsible for delivering goods on a daily or weekly basis to the kitchen for preparation of student meals. The University has around 12 dormitories with total capacity of more than 1,000 students and the dining hall serve breakfast, lunch, and dinner daily for the students accommodated at SINU.

2. Objective

This tender is facilitated to solicit bids to select reliable preferred suppliers to supply food ration to BICS Kitchen. SINU is looking at engaging several suppliers for each Lots under this contract.

3. Scope of Work

The scope of work may include but not limited to the following:

- a) The suppliers will be the preferred suppliers for providing food and goods to BICS kitchen for a Term of twelve (12) months.
- b) Suppliers will supply student food ration under the Lots below depending on their award. List of Goods under each lots are in Appendix A –Price Schedule of this Tender form

Lot 1 – Fresh and Frozen Goods

Lot 5 – Baked Products

Lot 2 – Fruits and Vegetables

Lot 6 – Oil and Sauces

Lot 3 – Dry Goods

Lot 7 – Cleaning and Other Items

Lot 4 – Beverages

- c) Supplier will provide quote each month or as per requested by BICS for delivery for at the times requested.
- d) The supplier will make booking for delivery through email, on the phone or in person every Mondays at BICS Office from 8am onwards for schedule of delivery.
- e) On delivery, goods will be subject to the following:
 - Inspection of quality and quantity
 - Weighed for total weight supplied
- f) Each Invoice to be billed to BICS and to be accompanied with a signed delivery note. Delivery note must be signed by SINU authorised personal on receipt of goods.
- g) The goods supplied under this contract must be of good quality and correct quantity as specified in each order. It may change upon approval if required.
- h) The goods must be handled, packaged, and stored correctly to maintain highest degree of hygiene during process, on transit, and on delivery to BICS Kitchen. Any item that does not meet these specification will be rejected without any cost.
- i) The contract to be reviewed after each quarter.

4. Duration of Contract

The duration of supply under this contract is twelve (12) months. The months will exclude 2 months where SINU closes for school breaks.

5. Price

- a. Bidders will provide their price offer to the schedule of required goods in Appendix I by filling in those they wish to supply.
- b. You may bid for one or all Lots, or one item or all item of the Lot(s).
- c. For those items that already have prices in **red font**, the pricing is fixed and recommended by SINU and cannot be altered.
- d. Price offered will be fixed for the duration of contract.
- e. All bidders are asked to fill the excel Appendix I and send to the email: *tender.board@sinu.edu.sb* as part of their submission. Those bidding only for locally supplied vegetables & fruits and fish products with fixed pricing do not require to do this.

6. Qualification Criteria

Bidders must meet the following criteria:

- a. **Business Details** (applicable for all Lots except Lot 2): Registered business with valid company Haus Certificate, Business Licence, TIN Number, and Bank Account.
- b. **Experience:** Have experience in providing supplies to organisation or with service of similar nature.
- c. **Consistent Supply:** Demonstrate that they can provide supplies whenever they receive an order.
- d. **Financial Stability:** Provide evidence of financial stability to sustain the contract.
- e. **Storage and work area** (applicable for Lot 1 Fresh & Frozen only): Have storage like deep freezers and hygienic work bench.

7. Submission Requirements

- a. Submit a letter of Interest with your response to each criteria above in 3 with your offer in a filled pricing schedule –Appendix I.
- b. Provide evidence such as pictures, list of storage equipment for use, bank account details for use, supply support letters, etc against each criteria.
- c. Alternately you may supplier your company profile with the details above.
- d. A **non-refundable \$50.00 Tender fee** must be paid into the SINU BSP bank account (9088870419) and deposit slip butt or deposit transfer note shown to SINU Finance Cashier or sent to the email address wendy.afu@sinu.edu.sb to collect a receipt. The receipt to attach with your bid.

8. Evaluation Criteria

- a. Proposals will be evaluated based on the following criteria:
 - Most responsive to the criterial listed above in 3.
 - Demonstrated evidence of consistent supply on receipt of a Purchase Order.
 - Demonstrated evidence to meet quality required for Lot 1 Fresh and frozen.
- b. A site visit will be done to verify your capability of meeting the standard required for supplies of certain Lots.

9. Tender Closing and Submission Details

- a. Tender will close on Thursday 14th March at 4pm.
- b. Duly completed tenders are to be placed in a sealed envelope, marked as below and deposited into the Tender Box at the Vice Chancellors Office, Kukum Campus.

UTB/BICS-01/24: Preferred Suppliers for Supply of Student Food Ration
Chairman
University Tender Board
SINU, P.O Box R113
Honiara

10. Contact Information

For any inquiries regarding this tender, please contact:

Name: Michael Bwekulu
Email: Michael.@sinu.edu.sb
Phone: +677 42600 or +677 7489889

Or

Name: Wendy Afu
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APPENDIX I: PRICING SCHEDULE

*Fill in this form with your price offer. For those items that already have price in **red font**, the pricing is fixed and recommended by SINU and cannot be altered.*

Price offered will be fixed for the duration of the contract.

**SOLOMON ISLANDS NATIONAL UNIVERSITY
BUSINESS INVESTMENT COMMERCIAL SERVICES
STUDENT RATIONS PRICE TEMPLATE**

Full Description of Goods	Packaging Specification	UOM	Estimated Quantity		Specification Offered if different	Pre Tax Unit Price/UOM	Post Tax Unit Price/UOM
			Weekly/UOM	Monthly/UOM			
LOT 1 FRESH & FROZEN GOODS							
<u>Mince</u>							
Standard Premium Beef Mince	1Kg	Kg	150	600			
Chicken Mince	1Kg	Kg	150	600			
<u>Beef Soup Meat</u>							
Dice Beef	5Kg Pack	Kg	200	800			
Beef Strip	5Kg Pack	Kg	200	800			
Beef Sirloin Steak	5Kg Pack	Kg	200	800			
<u>Chicken</u>							
Chicken Drums Stick	6x2kg	Ctn	10	40			
Chicken Wings	8x2Kg	Ctn	20	80			
Chicken Whole	>1.5Kg	Kg	150	600			
Chicken Thighs	6x2kg	Ctn	10	40			
Chicken Maryland	6x2kg	Ctn	10	40			

Chicken Breast	6x2kg	Kg	5	20			
<u>Pork</u>							
Pork Chops	5Kg Pack	Kg	150	600			
Pork Leg	20 Kg	Kg	100	400			
<u>Lamb</u>							
Lamb Chops	5Kg Pack	Kg	100	400			
<u>Egg</u>							
Fresh Egg	Packet	Pkt	200	800			
<u>Sausage</u>							
Chicken Sausage	20Kg	Kg	120	480		40.00	
Beef Sausage	20Kg	Kg	60	240		50.00	
Pork Sausage	20Kg	Kg	60	240		40.00	
<u>Fish</u>							
Reef Fish Steak	Kg	Kg	200	800		70.00	
Baracuda Fish Steak	Kg	Kg	100	400		60.00	
Yellow Fin Fish Stake	Kg	Kg	150	600		60.00	
Albako Fish Stake	Kg	Kg	150	600		60.00	
Reef Fish Fillet	Kg	Kg	100	400		100.00	
Yellow Fin Fish Fillet	Kg	Kg	200	800		80.00	
Albako Fish Fillet	Kg	Kg	200	800		80.00	
Whole Reef Fish	Kg	Kg	100	400		50.00	
<u>Pre-made Finger Foods</u>							
Fish Ball	Pkt	Pkt	2	8			
Fish Finger	Pkt	Pkt	3	12			
Chicken Nuggets	Pkt	Pkt	2	8			
Chicken Pie	Pkt	Pkt	10	40			

Spring Roll	Pkt	Pkt	4	16			
Samosa	Pkt	Pkt	4	16			
Meat Pie	1x24Pces	Ctn	10	40			
Crab Meat	Pkt	Pkt	4	16			
Mussels	Pkt	Pkt	4	16			
French Fries	Pkt	Pkt	10	40			
Potato Wedges	Pkt	Pkt	6	24			
Prawn	Pkt	Pkt	1	4			
Bacon	Ctn	Ctn	1	4			
Pepperoni	Ctn	Ctn	1	4			
Salami	Ctn	Ctn	1	4			
Ham	Ctn	Ctn	1	4			
Mixed Vegies	6X2kG	Ctn	2	8			
LOT 2 FRUITS & VEGETABLES							
Fruits							
Banana	Kg	Kg	300	1,200		8.00	
Water Melon	Kg	Kg	350	1,400		8.00	
Cucumber	Kg	Kg	100	400		8.00	
Pineapple	Kg	Kg	150	600		8.00	
Pawpaw	Kg	Kg	150	600		7.00	
Apple	Ctn	Ctn	8	32			
Pear Packham	Ctn	Ctn	6	24			
Orange	Ctn	Ctn	6	24			
Vegetables							

Slippery Cabbage	Bale	Kg	150	600		10.00	
Pakchoi	Bale	Kg	60	240		16.00	
Choisum	Bale	Kg	60	240		16.00	
Saladia	Bale	Kg	60	240		16.00	
Ball Cabbage	Bale	Kg	60	240		20.00	
Long Bean	Bale	Kg	100	400		16.00	
Shallot	Bale	Kg	40	160		50.00	
Lettuce	Bale	Btm	200	800		7.00	
Chinkoa Bean	Pcs	Kg	50	200		6.00	
Fresh Tomatos	Pkt	Kg	60	240		22.00	
Fresh Ginger	Bag	Kg	20	80		20.00	
Green Pepper	Kg	Kg	100	400		25.00	
Egg Plant	Bag	Kg	20	80		8.00	
Kangku	Bale	Kg	40	160		8.00	
Pumkin Fruits	Kg	Kg	100	400		8.00	
Fresh Lemon	Kg	Kg	50	200		10.00	
Carrot	Bag	Bag	2	8			
Onion	Bag	Bag	6	24			
Red Onion	Bag	Bag	2	8			
<u>Root Crops</u>							
Potato	Bag	Kg	400	1,600		8.00	
Cassava	Bag	Kg	400	1,600		7.00	
Pana	Kg	Kg	150	600		12.00	
Yam	Bag	Kg	150	600		12.00	
Taro	Kg	Kg	150	600		12.00	

LOT 3 DRY GOODS							
<u>Biscuits</u>							
Navy Biscuit	72x50g	Ctn	60	240			
Butter Biscuit	60x55g	Ctn	6	24			
Coconut Biscuit	60x55g	Ctn	6	24			
Breakfast Cracker	10kg	Ctn	2	8			
Sweet Cracker Biscuit	20x215g	Ctn	2	8			
Assorted Biscuit	24x215g	Ctn	1	4			
UBM Cracker	20Packs	Ctn	2	8			
<u>Tinned Food</u>							
White Flakes	24x400g	Ctn	12	48			
White Flakes	48x180g	Ctn	4	16			
Sandwich Tuna	48x170g	Ctn	2	8			
Spical Tuna	48x180g	Ctn	1	4			
Chilli Tuna	48x180g	Ctn	1	4			
SB Premium - Olive oil	48x160g	Ctn	10	40			
SB Premium -Spring Water	48x160g	Ctn	10	40			
SB Premium - Chilli	48x160g	Ctn	2	8			
Mariko Tin Fish (s)	50x150g	Ctn	1	4			
Luncheon Meat	24x180g	Ctn	1	4			
Ox Palm	24x340g	Ctn	10	40			
Globe Steak	24x340g	Ctn	2	8			
<u>Rice</u>							

Solrice - Island sun	1x9.07kg	Bag	180	720			
Sunny Carlrose	1x9.07kg	Bag	10	40			
Nambawan Rice	1x9.07kg	Bag	10	40			
Brown Rice	1x9.07kg	Bag	5	20			
<u>Noodle</u>							
Pop Mie	24x50g	Ctn	6	24			
Mamee Noodle (Beef)	30pkts	Ctn	4	16			
<u>Dairy Products</u>							
Instant Whole Milk Powder	1x25kg	Bag	4	16			
Regular Milk	12x1ltr	Ctn	6	24			
Anchor Milk Powder	24x400g	Ctn	6	24			
SS Mayonnaise Regular	12x30oz	Ctn	1	4			
Country Soft Butter	24x500g	Ctn	6	24			
<u>Other breakfast items</u>							
Sugar	20x500g	Bales	4	16			
Milo	12x500g	Ctn	4	16			
Tea Bag	24x227g	Ctn	1	4			
Lipton Tea	26x100x2G	Ctn	1	4			
Nescafe Coffee	24x100g	Ctn	2	8			
Five star Jam	12x450g	Ctn	4	16			
Creamy Peanut Butter Butter	12x450g	Ctn	6	24			
LOT 4 BEVERAGES							

Drinks							
Blue Water	24x500mls	Ctn	10	40			
Blue Water	12x1.5Ltr	Ctn	6	24			
Vfresh Water	12x1.5Ltr	Ctn	6	24			
Cheers strawberry	24x330ml	Ctn	6	24			
Cheers Orange	24x330 Mls	Ctn	2	8			
Cocoa Cola	24x330 Mls	Ctn	2	8			
Ace Cola	24x330 Mls	Ctn	2	8			
Fanta Cream	24x330 Mls	Ctn	2	8			
Fanta Orange	24x330ml	Ctn	4	16			
Sprite	24x330ml	Ctn	2	8			
Szeba Lagoon Pine	24x300mls	Ctn	2	8			
Szeba Cola	24x300mls	Ctn	1	4			
Szeba Lime	24x300mls	Ctn	1	4			
Szeba Orange	24x300mls	Ctn	1	4			
Cordial	12x1Ltr	Ctn	4	16			
LOT 5 BAKED PRODUCTS							
White Slice Bread	50g	Loaves	150	600			
Whole Meal	50g	Loaves	20	80			
Burger		Pkt	40	160			
Hotdog		Pkt	40	160			
Bun		Pkt	50	200			
LOT 6 OIL & SAUCES							

Oil							
Cooking Oil	1x20Ltr	Cont	6	24			
Ezy Cooking Oil	1x20Ltr	Cont	4	16			
Olive Oil	12x1Ltr	Ctn	2	8			
Sesame Oil	12x1ltr	Ctn	2	8			
Sauces							
Mushroom Sauce	24x610mls	Ctn	3	12			
Soy Sauce	24x610mls	Ctn	3	12			
Chilli Sauce	12x700g	Ctn	8	32			
Oyster Sauce	12x710g	Ctn	10	40			
Tomato Sauce	12x600mls	Ctn	10	40			
BBQ Sauce	12x50g	Ctn	6	24			
Charsiu Sauce	6x80g	Ctn	2	8			
Fish Sauce	12x275mls	Ctn	1	4			
Spices							
Mix Herbs	72x12G	Ctn	2	8			
Masala Powder	75g	Pkt	1	4			
Onion Flakes	2x12.5kg	Ctn	1	4			
Tumeric Ground	1x15kg	Bag	1	4			
Pepper Black Ground	6x100g	Ctn	4	16			
Mix G/ White Pepper	6x100g	Ctn	2	8			
French Onion	20kg	Ctn	2	8			
Curry Powder	24x90g	Ctn	4	16			
Beef Booster	1x8Kg	Bkt	2	8			
Chicken Booster	1x8Kg	Bkt	4	16			

Green Curry Paste	24x400g	Ctn	1	4			
SS Diced Tomatoes	12x400g	Ctn	2	8			
Vinegar	12x1Ltr	Ctn	2	8			
Fresh Honey	20 Ltr	Container	1	4			
Other Cooking items							
Coconut Milk	24x400mls	Ctn	4	16			
Coconut Cream Milk	24x400mls	Ctn	6	24			
Plain Flour	1x25Kg	Bag	4	16			
Corn Flour	1x25Kg	Bag	1	4			
Salt	1x201Kg	Ctn	1	4			
Garlic Powder	10kg	Ctn	2	8			
Garlic Fruit	10kg	Ctn	2	8			
Tomato Paste	12x400g	Ctn	1	4			
Penne Colavita	24x500g	Ctn	1	4			
LOT 7 CLEANING & OTHER ITEMS							
Mortein	12x350g	Ctn	1	4			
Brown paper bag	4x150mx44cm	Ctn	1	4			
Garbage Bag	240ltr	Ctn	2	8			
Washing Liquid	28x500mls	Ctn	3	12			
Glad Wrap	6x500mtr	Ctn	2	8			
Alluminium Foil	4x150mx44cm	Ctn	2	8			
Disposal Plastic cups	100x sleeve	Ctn	2	8			
Disposal T/Away Box	1x300Pcs	Ctn	1	4			
Disposal Fork	40x50s	Ctn	1	4			
Disposal Spoon	40x50s	Ctn	1	4			

Tissue	200 Sheets	Ctn	1	4			
Paper Towel	20x2 Rolls	Ctn	1	4			
Harpic Liquid	12x500mls	Ctn	1	4			
Ajax Powder	24x300g	Ctn	1	4			
Toilet Paper	10x100s	Ctn	1	4			

Name:	Sign & Stamp:	Date:
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