

**BIDDING DOCUMENTS**

**For Supply and Delivery of power tillers, digital electronic scales, plastic vegetable baskets,  
beneficiary training and after-sales service to farmer cooperatives**

**Project: CROP-H PROJECT 5502/FY26**

DONOR:

United States Department of Agriculture (USDA) funded Food for Progress (FFPr) project.

Prepared by:



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

**June, 2026**



## INVITATION TO BID

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

Date: 5<sup>th</sup> June 2026

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

### **1. Project background:**

Shelter For Life International (SFL) is implementing the Cultivating Resilient Optimization for Productivity in Horticulture (CROP-H) Project using a market-based approach in partnership with multiple stakeholders across the horticulture value chain. This five-year project is funded by the United States Department of Agriculture (USDA's) Food for Progress (FFPr) Project in The Gambia. The project strategic objectives are 1) To increase agricultural productivity in horticulture products while promoting resilient agriculture technologies and techniques; and 2) To expand the trade of agricultural products (domestically, regionally, and internationally) through improvements in the trade-enabling environment.

The program is developing and improving the horticulture value chain through the following four program goals: 1) Increase productivity and output; 2) Expand and improve quality exports; 3) Increase farmer employment; and 4) Improve incomes and standards of living for smallholder farmers in The Gambian horticulture sector.

As part of its support to horticultural producer groups, cooperatives, and market actors, the project intends to procure agricultural equipment and post-harvest handling materials that will improve production efficiency, product quality, and marketing performance.

SFL therefore invites qualified suppliers to submit bids for the supply, delivery, installation, commissioning, beneficiary training, warranty, and after-sales support of the following equipment:

- Eleven (11) Power Tillers;
- Twenty-Nine (29) Digital Electronic Scales;
- Seven Hundred and Forty (740) Plastic Vegetable Baskets.

### **2. Purpose:**

The purpose of this tender is to identify a qualified supplier capable of providing high-quality agricultural and post-harvest equipment together with practical training, warranty coverage, and after-sales support services.

The successful bidder shall be responsible for:

- Supply and delivery of all equipment;
- Assembly, testing, and commissioning where applicable;
- Training of beneficiaries on proper operation, maintenance, and safe use of equipment;
- Provision of warranty services;

- 
- Provision of after-sales support and technical assistance.

### **3. Scope of Supply**

The supplier shall provide the following items:

#### **LOT 1: SUPPLY OF ELEVEN (11) POWER TILLERS (WALKING TRACTORS)**

##### **Purpose**

Power tillers (walking tractors) are highly valuable in Gambian agriculture, particularly for smallholder farmers, and vegetable growers. They reduce labor requirements for land preparation, ploughing, tilling, and furrow making while increasing efficiency and productivity.

##### **Quantity**

- Eleven (11) Power Tillers (Walking Tractors)

##### **Minimum Technical Specifications**

Each power tiller shall meet the following minimum requirements:

- Diesel engine;
- Engine power of 18–22 HP minimum;
- Water-cooled engine preferred;
- Two-wheel walking tractor design;
- Manual and reverse gears;
- Adjustable handlebars;
- Rotary tiller attachment included;
- Furrow-making/ploughing attachment included;
- Fuel-efficient operation;
- Durable construction suitable for Gambian agricultural conditions;
- Availability of spare parts within The Gambia;
- Minimum one (1) year manufacturer's warranty.

Equivalent or superior specifications may be proposed.

##### **Training Requirements**

The supplier shall provide practical hands-on training for beneficiaries covering:

- Identification of machine components;
- Safe operation procedures;
- Starting and stopping the machine;
- Land preparation techniques;
- Furrow making for vegetable production;
- Fuel and lubrication management;
- Preventive maintenance;
- Troubleshooting common issues;
- Safe storage and handling.

Training shall include both theoretical and practical field demonstrations.

#### **LOT 2: SUPPLY OF TWENTY-NINE (29) DIGITAL ELECTRONIC SCALES**

##### **Purpose**

The digital electronic scales will support marketing and retail operations by providing accurate weighing and transparent pricing of fruits and vegetables.

##### **Quantity**

- Twenty-Nine (29) Digital Electronic Scales

##### **Minimum Technical Specifications**

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### **Weight Capacity and Accuracy**

- Maximum capacity of 100 kg;
- Dual-range high-precision weighing system;
- Accuracy between 2 g and 5 g increments;
- Suitable for commercial weighing operations.

### **Display System**

- Dual backlit LCD displays;
- Front and rear displays visible to both operator and customer;
- Simultaneous display of:
  - Weight;
  - Unit Price;
  - Total Price.

### **Power System**

- Built-in rechargeable 4V/6V battery;
- Standard AC power adapter;
- Continuous operation during power outages.

### **Demonstration and User Orientation**

The supplier shall provide demonstrations covering:

- Scale setup;
- Calibration procedures;
- Weighing operations;
- Price calculation functions;
- Battery charging and maintenance;
- Troubleshooting and care.

## **LOT 3: SUPPLY OF SEVEN HUNDRED AND FORTY (740) PLASTIC VEGETABLE BASKETS**

### **Purpose**

The plastic vegetable baskets will improve harvesting, handling, transportation, storage, and marketing of horticultural products while reducing post-harvest losses and product damage.

### **Quantity**

- Seven Hundred and Forty (740) Plastic Vegetable Baskets

### **Minimum Technical Specifications**

#### **Material**

- Food-grade polypropylene (PP) or ABS plastic;
- Non-toxic and suitable for fresh produce;
- Durable and resistant to cracking and impact.

#### **Capacity**

- Capacity ranging from 20 kg to 30 kg.

#### **Design Features**

- Ventilated design;
- Perforated sides and base for airflow;
- Stackable design;
- Smooth surfaces to prevent damage to produce;
- Reinforced structure suitable for repeated use.

#### **Durability**

- Resistant to field, transportation, and market conditions;
- UV-resistant material preferred.

## Quality Requirements

All baskets shall be:

- New and unused;
- Free from defects;
- Suitable for commercial horticultural use.

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

The Supplier shall be responsible for all aspects of delivery, including packaging, transportation, off-loading, and training within 12 cooperatives partners of CROP-H project across the region (see below the list of the cooperatives).

No	NAME OF COOPERATIVE	ADDRESS	DISTRICT	REGION
1	Jarra Madina Sarahule Cooperative Society	Jarra Madina	Jarra Madina	Lower River
2	Sofaniama Marketing Federation	Mansakonko	Mansakonko	Lower River
3	Solicita Marketing Federation	Kerewan	Kerewan	North Bank
4	Sukuta Women Garden	Sukuta, Kombo South	Sukuta	West Coast
5	Brefet Jonbon Bantang	Brefet	Brefet	West Coast
6	Jahaur Mandinka Women's Garden	Jahaur Village	Jahaur	Central River N
7	Kunting Jahanka	Kunting	Kunting	Central River N
8	Hewal Marketing Federation	Wassu	Wassu	Central River N
9	Nematoulie Marketing Federation	Kerewan Badala	Kerewan Badala	Upper River
10	Tumanna Rice Farmers Cooperative Society	Kundam Ma Fatty	Kundam Ma Fatty	Upper River
11	Fankaso Marketing Federation	Brikamaba	Brikamaba	Central River S
12	Baty Njoll Benno Jam Syskanam	Bati Njol, Niamina East	Bati Njol, Niamina East	Central River S

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

Interested eligible bidders can obtain details tender documents and any further information from the Office of the Procurement and Logistics Officer @ 7720949 or email: [jarju@shelter.org](mailto:jarju@shelter.org) during normal working hours, Monday to Friday from 8:30 am to 5:30 pm local time.

Offers must be submitted by email with the subject title “**SFL/Project #5502**” to: [crophprocurement@shelter.org](mailto:crophprocurement@shelter.org)

Submission deadline is **Friday 19<sup>th</sup> of June 2026** 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,

Fakhriddin Kuziboev/Chief of Party

### Instructions to Bidders

<b>1. Scope of Bid</b>	1.1 SFL invites Bids for the supply of: <b>power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives</b>
<b>2. Project</b>	2.1 CROP-H Project FY26
<b>3. Qualification of the Bidder</b>	<p>3.1 To qualify for award of the Contract, Bidders shall meet the following minimum qualifying criteria:</p> <ul style="list-style-type: none"> <li>a) Annual volume of supply at least USD 100,000 (one thousand) in the last five (3) years; (if service) at least five services provided in the similar context</li> <li>b) Experience as prime contractor in supplying of irrigation 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 irrigation materials supplies to be bid.</li> <li>d) All participants will be required to submit a tax clearance dated less than three months. Bids that do not meet this requirement will be disqualified.</li> <li>e) Having Tax Identification Number, VAT registration (copy to be attached)</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 The Bidder, at the Bidder's own responsibility and risk, is encouraged to visit and examine the storages sites and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into work site. The costs of visiting the Site shall be at the Bidder's own expense. The Bidder is requested to preliminary coordinate its site visit plan with SFL.
<b>7. Language of Bid</b>	7.1 All documents relating to the Bid should be English language.

<b>8. Currencies of Bid and Payment</b>	8.1 All participants will be required to submit offers indicating the VAT in a specific line. The unit rates and prices have be quoted by the Bidder entirely in the national currency of The Gambia (GMD).
<b>9. Submission Marking of Bids</b>	1 Bidders are required to submit their offers by email with the subject title “SFL/Project #5502” to: <a href="mailto:crophprocurement@shelter.org">crophprocurement@shelter.org</a>
<b>10. Deadline for Submission of Bids</b>	10.1 Submission deadline is <b>Friday 19<sup>th</sup> of June 2026</b> at 1:00pm <b>local time</b>
<b>11. Late Bids</b>	11.1 Late bids will be rejected.
<b>12. Bid Opening</b>	<p>12.1 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</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 his 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>

**Attachment – 1:  
CONTRACTOR’S BID SUBMISSION LETTER FORM**

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

Date: ...../...../2026

To: **The Chairperson**  
Bids Evaluation and Award Committee (BEAC)  
Shelter for Life International  
Salameh Complex, 1<sup>st</sup> Floor, Brusubi, Sukuta Highway, The Gambia

We, the undersigned, declare that;

Having examined the Bidding Document for the supply of -----  
Ref **ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**, issued on ...../...../2026, the receipt of which is hereby duly acknowledged, I, representing ..... offer to execute and complete the **supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives** 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 of **power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives** 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 ...../...../2026

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

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

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

**Attachment – 2:  
QUOTATION FORM**

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

**The cost of transport should be included in the prices.**

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	Power Tillers	<ul style="list-style-type: none"> <li>• Diesel engine;</li> <li>• Engine power of 18–22 HP minimum;</li> <li>• Water-cooled engine preferred;</li> <li>• Two-wheel walking tractor design;</li> <li>• Manual and reverse gears;</li> <li>• Adjustable handlebars;</li> <li>• Rotary tiller attachment included;</li> <li>• Furrow-making/ploughing attachment included;</li> <li>• Fuel-efficient operation</li> </ul>	Pcs	11				
2	Digital Electronic Scales	<p><b>Weight Capacity and Accuracy</b></p> <ul style="list-style-type: none"> <li>• Maximum capacity of 100 kg;</li> <li>• Dual-range high-precision weighing system;</li> <li>• Accuracy between 2 g and 5 g increments;</li> <li>• Suitable for commercial weighing operations.</li> </ul> <p><b>Display System</b></p> <ul style="list-style-type: none"> <li>• Dual backlit LCD displays;</li> <li>• Front and rear displays visible to both operator and customer;</li> </ul>	Pcs	29				

		<ul style="list-style-type: none"> <li>• Simultaneous display of;</li> <li>• Weight;</li> <li>• Unit Price;</li> <li>• Total Price.</li> </ul> <p><b>Power System</b></p> <ul style="list-style-type: none"> <li>• Built-in rechargeable 4V/6V battery;</li> <li>• Standard AC power adapter;</li> <li>• Continuous operation during power outages.</li> </ul>						
3	Plastic Vegetable Baskets	<ul style="list-style-type: none"> <li>• Food-grade polypropylene (PP) or ABS plastic;</li> <li>• Non-toxic and suitable for fresh produce;</li> <li>• Durable and resistant to cracking and impact.</li> </ul> <p><b>Capacity</b></p> <ul style="list-style-type: none"> <li>• Capacity ranging from 20 kg to 30 kg.</li> </ul> <p><b>Design Features</b></p> <ul style="list-style-type: none"> <li>• Ventilated design;</li> <li>• Perforated sides and base for airflow;</li> <li>• Stackable design;</li> <li>• Smooth surfaces to prevent damage to produce;</li> <li>• Reinforced structure suitable for repeated use.</li> </ul> <p><b>Durability</b></p> <ul style="list-style-type: none"> <li>• Resistant to field, transportation, and market conditions;</li> <li>• UV-resistant material preferred.</li> </ul>	Pcs	740				

**GRAND TOTAL**

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

**Attachment – 3:  
QUALIFICATION INFORMATION FORM**

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

<p><b>1. Individual Bidders or Individual Members of Joint Ventures</b></p>	<p>1.1 Constitution or legal status of Bidder:                  .....                  .....</p> <p style="text-align: center;">Place of registration:                  .....                  .....</p> <p style="text-align: center;"><i>(copy of registration should be attached)</i></p> <p>Principal place of business:                  .....                  .....</p> <p>Power of attorney of signatory of Bid:                  .....                  .....</p> <p>1.3 Supply Experience during the at least 1 year (see annex 1).                  .....</p> <p>1.4 Having Tax Identification Number, VAT registration. (attach the copies)</p> <p>1.5 (if service) Qualifications and experience of key personnel proposed for administration and execution of the Contract (see annex 4).</p> <p>1.6 Delivery schedule to be used for the proposed project (see annex 5).</p> <p>1.8 Name, address, and telephone, email, and facsimile numbers of companies that may provide references.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 33%;">Name of company</th> <th style="width: 33%;">Address</th> <th style="width: 33%;">Telephone/telex/fax number/email</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name of company	Address	Telephone/telex/fax number/email															
Name of company	Address	Telephone/telex/fax number/email																	

**Annex – 1**  
**DELIVERY PLACES**

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

<b>No</b>	<b>NAME OF COOPERATIVE</b>	<b>ADDRESS</b>	<b>DISTRICT</b>	<b>REGION</b>
1	Jarra Madina Sarahule Cooperative Society	Jarra Madina	Jarra Madina	Lower River
2	Sofaniama Marketing Federation	Mansakonko	Mansakonko	Lower River
3	Solicita Marketing Federation	Kerewan	Kerewan	North Bank
4	Sukuta Women Garden	Sukuta, Kombo South	Sukuta	West Coast
5	Berefet Jonbon Bantang	Brefet	Brefet	West Coast
6	Jahaur Mandinka Women's Garden	Jahaur Village	Jahaur	Central River N
7	Kunting Jahanka	Kunting	Kunting	Central River N
8	Hewal Marketing Federation	Wassu	Wassu	Central River N
9	Nematoulie Marketing Federation	Kerewan Badala	Kerewan Badala	Upper River
10	Tumanna Rice Farmers Cooperative Society	Kundam Ma Fatty	Kundam Ma Fatty	Upper River
11	Fankaso Marketing Federation	Brikamaba	Brikamaba	Central River S
12	Baty Njoll Benno Jam Syskanam	Bati Njol, Niamina East	Bati Njol, Niamina East	Central River S

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

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

Material supply and/or service provision experience (reference for the analogue projects executed before, with the indication of the performed supplies and in the capacity of the Main Contractor). Please, attach list of the contract with detailed Volume of Executed supplies for the last 3 years.

<b>Title of realized projects, 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 should be attached;

Annex – 3  
EQUIPMENT SCHEDULE FORM (if applicable if otherwise skip)

ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives

#	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**

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

#	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>				
2		person			
3		person			
4		person			
5		person			
6		person			
7		person			
8		person			
	<b>Qualified staff (skilled experts)</b>				
9		person			
10		person			
11		person			
12		person			
13		person			
14		person			
15		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 PROVISION SCHEDULE FORM (can be modified as applicable)**

**ITB N°: SFL/CROP-H PROJECT/FY26/03 for supply and delivery of power tillers, digital electronic scales, plastic vegetable baskets, beneficiary training and after-sales service to farmer cooperatives**

№	Detail description of Works	# 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 Works or supply of  
 \_\_\_\_\_: \_\_\_\_\_ calendar days