Supply with Pellet for Heating

Reference Number: RFO: RITK2018/19-001 – Supply with Pellet

RIT Kosovo (A.U.K) is seeking Pellet for heating from producers and resellers in Kosovo who are interested in supplying 130 Tons of pellet for the winter season 2018/2019.

The bid should fulfill the following product and delivery specifications:

- 15 kg packages of eco-friendly pellet,
- A quality certificate or a guarantee for quality,
- Commitment to deliver Pellet on smaller quantities (15-20 Tons) when requested
- An itemized cost breakdown, including a grand total

Bids that do not meet these requirements will be disqualified.

All questions should be submitted via email with the subject heading:

RFO: RITK2018/19-001 – Supply with Pellet

Questions or inquiries should be sent to procurement@auk.org. All questions submitted will be answered in 48 hours.

In order to be considered for the award, all Proposals must be received at the appropriate location by the required time. Any package not received on time at the noted location will be rejected. Submit one (1) copy your submission package in person or by email with the label/title:

RITK2018/19-001 – Supply with Pellet for Heating to:

Procurement Department, Str. Shpetim Robaj, n.n. Prishtine, 10000, Republic of Kosovo

Submission must be received no later than August 25, 2018 at 13:00 in the RIT Kosovo (A.U.K) procurement office located in Str. Shpetim Robaj, n.n. Prishtine 10000, Republic of Kosovo.

Schedule of RFP Events:

- Request for Proposal Issued - August 15, 2018
- Questions Due - within timeframe
- Answers sent to all - within timeframe
- Submission Deadline Date - August 25, 2018 at 13:00
Conflicts/Appearance of Conflict

All proposers shall disclose in their Proposals under separate heading, all actual, potential or apparent conflict(s) as well as any current or past relationship and or dealings between their firm and RIT Kosovo (A.U.K) or its employees without limitation.

Selection Criteria

RIT Kosovo (A.U.K) reserves the right to reject any and all bids and to award to multiple firms, in whole or part, if it is deemed advantageous to do so by the Institution.

RIT Kosovo (A.U.K) reserves the right to negotiate the terms and conditions of the contract to obtain the most advantageous arrangements for RIT Kosovo (A.U.K). In addition, RIT Kosovo (A.U.K) reserves the right to suspend or terminate the procurement process described in this RFO at any time (in its sole discretion). Submission of a Proposal in response to this RFO is your acknowledgement that subjective criteria will be used in the evaluation of proposals. Award shall be made to the responsible proposer who is determined to be the most advantageous to the RIT Kosovo (A.U.K).

<table>
<thead>
<tr>
<th>Evaluation Criteria’s</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>0-60</td>
</tr>
<tr>
<td>Quality and Packaging</td>
<td>0-15</td>
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<tr>
<td>Delivery Terms</td>
<td>0-15</td>
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<tr>
<td>Previous experience with the vendor</td>
<td>0-10</td>
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</tbody>
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The award of this RFO will be based upon a review and analysis of all proposals to determine which proposal/proposals best meet the Institution’s needs as measured against the criteria listed below on the basis of the vendor’s ability to meet the requirements as specified above including long term service and support, at the best price in comparison to all other vendors who have submitted a bid.