



REQUEST FOR EXPRESSION OF INTEREST

[YEM22EOI03]

June 12, 2022

A. Background

- The World Food Programme (WFP) is the world's largest humanitarian agency fighting hunger worldwide, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience. Each year, WFP assists some 80 million people in around 80 countries.
- The WFP Yemen seeks to Launch a pilot **School Feeding Programme** to provide school meals directly to the schools. Healthy Kitchens/Meals project provides locally sourced and freshly prepared meals to almost 5,000-7,000 school children in Sanaa city.

B. Scope of Work

- WFP is planning to pilot a healthy meals project which seeks to provide wholesome, hygienic healthy meals to primary school going students every school day at schools located in the most vulnerable areas of Sana'a City.
- The pilot is planned to be launched in mid-Aug/Sept. 2022 along with the start of the next school year. Children will be provided with approx. 30% of their daily caloric requirements through a healthy and freshly prepared sandwich coupled with a piece of fruit and vegetable.
- The given meals will have to be timely prepared and packed and delivered to schools on a daily basis according to the national Safety and quality Standards.
- To ensure smooth coordination, the selected catering vendor will be responsible to ensure that best and unified practices in procurement and sourcing, food safety and food quality, kitchen maintenance etc. are followed. To achieve the set objectives below, the selected vendor will undertake comprehensive implementation activities to ensure a smooth start of the programme in mid-Aug/Sept 2022, under the overall supervision of WFP and SFHRP.
- Selected Supplier will be expected to have the capacity to procure the right quality of all the components of the meals, clean those that must be cleaned, pack into individual packs for the children and deliver to the schools before the agreed time ensuring that there are no delays to any school for which the supplier would have been contracted.
- WFP invites eligible service providers to express their interest in providing the food.

C. The purpose of this EOI

1. The purpose of this request for EOI is to identify suppliers with verified technical and financial capacity to provide the needed service for **School Feeding**. Eligible service providers will be invited to participate in the bidding process for the proposed tender.
2. Eligibility to participate in the proposed tender will be determined on the basis of:
 - a. The areas/ provinces that your company would prefer to operate in.
 - b. Proof that your company has the capacity to prepare, store and handle food ingredients and ready-to-serve meals under proper temperature control and hygiene conditions in compliance with international food safety and quality measures.
 - c. Warehouse facility to store the food commodities such as cheese, and milk (please mention the capacity and type of your warehouse (e.g., distribution centre/ climate- controlled warehouse) and locations.
 - d. Transportation capacity (preferred Cold Chain) to deliver the meals to the schools.
 - e. Food Suppliers with previous experiences in school; feeding projects, food meals to hospitals or other facilities are very encouraged to express their interest.



REQUEST FOR EXPRESSION OF INTEREST

3. After the deadline for submission of responses has passed, WFP will evaluate responses received and will notify eligible participants of the outcome of the evaluation.

D. How to prepare and submit your Expression of Interest

4. In order to participate in the pre-qualification exercise, companies are required to provide the following:
 - EOI Response Form;
 - Annex 1 – Supplier Background Check Form;
 - Annex 2 – Supplier Financial Status Form;
 - Annex 3 – Past Experience Form;
 - Food safety and quality self-assessment tool
 - Signatory.

The following documents are enclosed with this Request for EOI:

- Scope of Work –
 - Scope of Work –
5. All supporting documentation listed above shall be prepared in accordance with the instructions provided and sent by email to yemen.expressionofinterest@wfp.org. The deadline for response to this request for EOI:

28 June 2022, at 16:00 hrs Yemen Time

6. WFP will not consider incomplete or unsigned submissions. All responses and supporting documentation received will be treated as strictly confidential and will not be made available to the public.
7. This request for EOI does not constitute a solicitation. WFP reserves the right to change or cancel this procurement process or any of its requirements at any time during the process; any such action will be communicated to all participants.
8. Should you have any questions please do not hesitate to contact us at yemen.expressionofinterest@wfp.org.

Sincerely,

Richard RAGAN,
Representative and Country Director

World Food Programme





REQUEST FOR EXPRESSION OF INTEREST

EOI Response Form No. YEM22EOI01

A. Company / Organization's competencies/ capacities			
	List of WFP requirements/evaluation criteria	Yes	Comments
1	How many years has the company been operating in Yemen?	<input type="checkbox"/>	
2	The company has a current business inside Yemen – business license required.	<input type="checkbox"/>	
3	The company has a Yemen-based office – provide office address.	<input type="checkbox"/>	
4	How many qualified inspectors does the company have to carry out commodity and food inspection?	<input type="checkbox"/>	
5	The company has/subcontracts a food accredited lab. A valid accreditation certificate is available – provide Lab contacts.	<input type="checkbox"/>	



REQUEST FOR EXPRESSION OF INTEREST

ANNEX 1. SUPPLIER INFORMATION FORM

A. Company / Organization's Background Information			
1	Legal Name of Company/Organization:		
2	Full address:		
3	E-mail address:	Website address:	
4	Telephone:	Fax:	
5	Contact person, title:	Tel./E-mail of contact person:	
6	Registration with UNGM	Yes <input type="checkbox"/> No <input type="checkbox"/>	UNGM No.
7	Type of Business	Corporate/Limited	Partnership Other (specify)
8	Goods / Services:		
9	Company/Organization Business Registration Number:	6	Date of Registration:
10	Additional company/organization background information: [If applicable, insert not more than 100 words]		



REQUEST FOR EXPRESSION OF INTEREST

ANNEX 2. SUPPLIER FINANCIAL STATUS

B. Company / Organization's Financial Status	
Item	Value USD
Gross Turnover [Insert year]	
Gross Turnover [Insert year]	
Gross Turnover [Insert year]	
<i>Maximum contract value in relation to which your Company can be engaged:</i>	
USD 0 – 30,000	<input type="checkbox"/>
USD 30,000 – 100,000	<input type="checkbox"/>
USD 100,000 – 500,000	<input type="checkbox"/>
above USD 500,000	<input type="checkbox"/>
Maximum "Bank Guarantee" amount available to the Company/Organization	
Last two years audited accounts or alternative assessed within WFP's discretion are attached to prove the information stated above	<input type="checkbox"/>



REQUEST FOR EXPRESSION OF INTEREST

ANNEX 3. SUPPLIER RELEVANT EXPERIENCE

List at least 4 contracts in the last two years relevant to the supply of **food quality inspection and lab analysis services**.

C. Company / Organization's Financial Status				
Commenced (Month / Year)	Completed (Month / Year)	Type of Contract	Total Value (USD)	Client

D. Signatory	
Name of Company/Organization:	
Name:	Title:
Signature:	Date:

Provide CVs of senior staff (no more than three).

Company/Organization Stamp