

TERMS OF REFERENCE

Supply, Warehousing and Delivery of Dignity Packs

TENDER | 29 October 2021

REFERENCE: **CFP-058-AGYW-10-2021**



1. SUMMARY

Bid Number	CFP-058-AGYW-10-2021
Title	Provision, Warehouse and Deliver Dignity Packs
Description	NACOSA seeks the services of a suitably qualified company to supply 75,000 dignity packs for its Adolescent Girls and Young Women Programme.
Questions to	Queries@nacosa.org.za with the reference in the subject line. Questions may be submitted on or before 02 November 2021.
Submission must include	All documents
Deadline for submission	12h00 on Friday, 12 November 2021

2. BACKGROUND

NACOSA is a **network** of over **2,500** civil society organisations working together to turn the tide on HIV, AIDS and TB in South Africa. NACOSA **promotes dialogue, builds capacity** with accredited training, mentoring and technical assistance and **channels resources** to support service delivery on the ground, particularly among **key populations** and **women and girls**.

As a principal recipient of the **Global Fund** and in partnership with **USAID** and **PEPFAR** and the **Departments of Health, Education and Social Development**, NACOSA works at all levels – from international agencies and national government, right through to sub-district services and small, community groups. *NACOSA acts as a bridge between people and health and social services.*

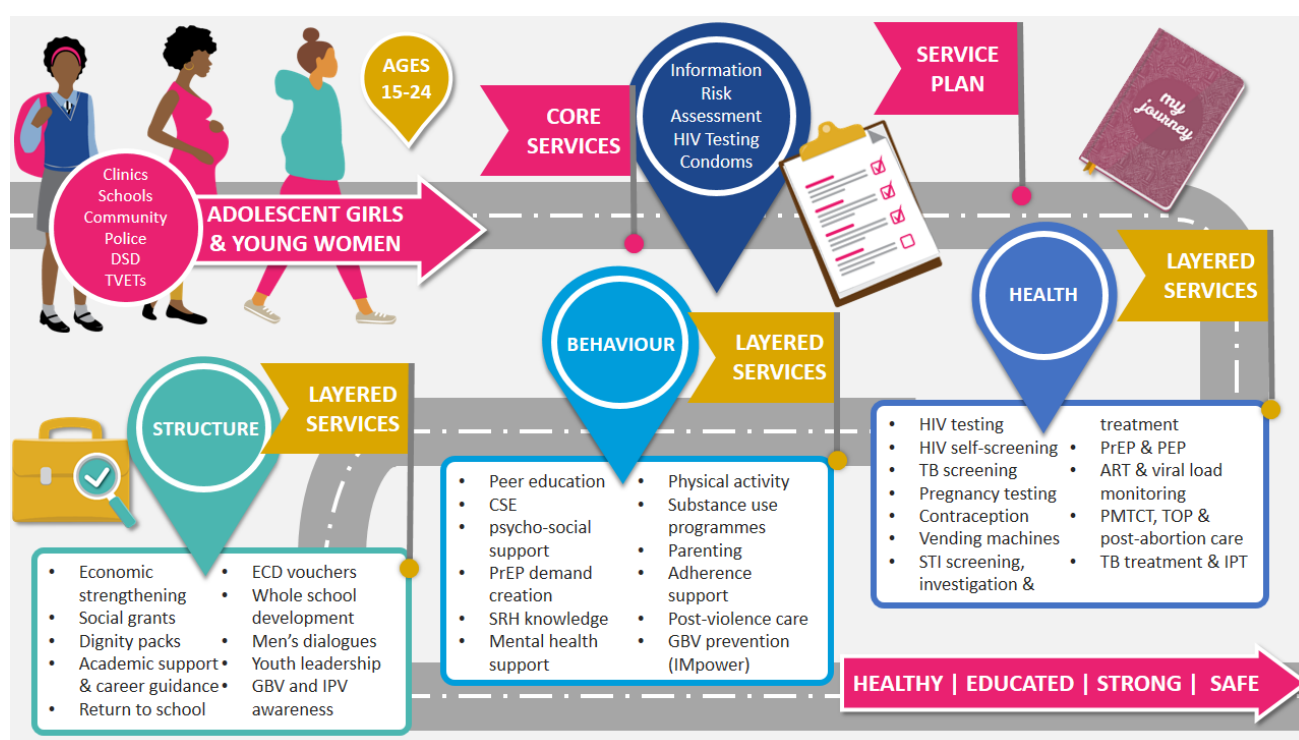
3. ADOLESCENT GIRLS & YOUNG WOMEN (AGYW) PROGRAMME

The Programme, implemented between 1 April 2019 until 31 March 2022, offers an age-tailored combination prevention package for AGYW aged 15-24. The programme targets AGYW in and out of school and aims to reduce the risk of AGYW contracting HIV, promote positive sexual behaviour change and personal empowerment. Specifically, the programme has the following five key objectives:

1. Increase retention in school
2. Decrease HIV incidence
3. Decrease teenage pregnancy
4. Decrease gender-based violence
5. Increase economic opportunities

Services are delivered by funded sub-recipients (SRs) in three tailored and targeted settings namely schools, TVETs and dedicated safe spaces in communities. A fourth “setting” or entry point is the mobile clinic that delivers clinical HIV and SRH related services at different points in the community within or nearby schools, TVETs and safe spaces. Figure 1 presents an overview of the Service Components that are currently being offered across the various implementation settings described in this document.

Figure 1. An AGYW's Path through The My Journey Programme



The programme will be providing the AGYW with dignity packs, which include products to support monthly menstruation as well as sanitiser.

4. SCOPE OF WORK

4.1 Specifications

NACOSA invites the services of a suitably qualified company to supply and deliver **75,000** dignity packs for the AGYW Programme. The contents of each dignity pack are listed in the Table 1 below:

Table 1: Specifications of the Dignity Pack

QUANTITY	ITEM DESCRIPTION
1 x	50ml waterless hand sanitiser with 70% alcohol content. This must adhere to SANS 490 regulations. Sanitiser should be placed in a clear plastic bottle with a flip top lid or spray bottle lid.
1 pack of 20 sanitary pads	<ul style="list-style-type: none"> Female disposable single use sanitary pad: <ul style="list-style-type: none"> With wings Regular size Absorbent capacity must be suitable for normal flow Unscented Ultra thin Pack should be sterile and environmentally friendly. Sanitary pads shall have been made in accordance with sound manufacturing practice, and shall be of an acceptable uniform make, shape and finish.

4.2 Deliverables

All products need to be locally sourced. Pricing should be provided for each item listed above. Items which will be included in the final dignity pack will be confirmed by NACOSA before the contract is signed with the successful bidder.

Packing

The cost of packing each dignity pack should be costed based on the unit cost of each item. All the contents of the dignity pack i.e. 1 x 50ml hand sanitizer and 1 x pack of 20 sanitary pads, must be individually placed into a white cardboard box. The following should be considered:

- The packaging (presentation) of products must be the same as the samples supplied on the tender.
- The number of units in a box shall appear on the packaging. The packaging shall be uniform for the duration of the contract period.
- In terms of the branding for the boxes listed above, the standardized programme branding and full colour logo must be visible on each box. Branding guidelines are provided as Annexure D.
- The following information shall be clearly and indelibly printed on the boxes that will be delivered to each site in letters not less than 10mm in height:
 - X (Quantity) Dignity Packs, each pack containing (Contents);
 - The expiry date; where only numerals are used - the year shall be given in four digits.
 - Batch numbers
- The items of the dignity pack may not be placed in boxes smaller than 170mm X 150 mm X 110mm (length x width x height/ depth), however bidders are allowed to increase the size should the items not fit adequately into the box. The cost of the packaging must be adjusted accordingly. The boxes are to be constructed of corrugated cardboard and must be able to

withstand the effects of light, heat and/or moisture and guard against deterioration in storage.

- Products are to be packed in suitable boxes in such a manner as to ensure adequate protection.

Shelf life of products

- Where applicable, products, upon delivery must have at least 12 months of shelf-life before date of expiry.
- Any delivery of short dated supplies without prior written approval will be subjected to paragraph as above and the calculated balance (short dated stock) of any order will be returned to the supplier at his/her costs and a 5% administration fee.
- Contracted suppliers may make written applications to deliver material with a shorter shelf-life, provided such applications are accompanied by an undertaking that such short-dated stock will be unconditionally replaced before or after expiry and that such applications are approved before execution of the orders.
- Provided also that any such written application must include an undertaking by the contractor to apply the following discount formula when supplying short dated stock. $A = (12 - \text{months to date of expiry}) \% \times \text{consignment value short dated stock}$. Therefore, amount to be invoiced is: Consignment value – A, where A is the discount formula.
- Any participating programme Sub-Recipient and/or NACOSA may, without prejudice, decline written applications to deliver stock with a shelf-life of less than 12 months.

Product information documents

- Product information documents must accompany bid documents.
- It is the responsibility of the bidder to provide NACOSA with adequate information on all products.

Samples

- NACOSA requires the bidder to provide a box of samples of all products requested in this bid. The box must also be labelled as per the above specification.

Storage

- Storage costs of the products to be factored into the overall costing.
- Storage is to be suitable and ensure adequate protection against deterioration from the effect of light, heat and/or moisture.

Freight

- Once procured and packed, the goods will be packed as per the above guidelines and delivered to each Sub-Recipient. NACOSA will provide the addresses for delivery to the successful applicant.
- The deliveries need to be done within the timelines stipulated.

Insurance

The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in this document.

4.3 Timeframes

The ordered quantities of the following **dignity packs** are required to be delivered to NGOs funded by NACOSA (addresses as supplied below) on 10 January 2022 at the following addresses:

Table 2. NACOSA AGYW Sub-Recipients Addresses and Quantities

DISTRICT	NAME OF ORGANISATIONS WHERE GOODS SHOULD BE DELIVERED	DELIVERY ADDRESS	QUANTITY
City of Cape Town	Partners in Sexual Health	15C Parin Road, Parow Industria 7493, Cape Town	4500
City of Cape Town	Hope Africa	01 Braehead House Braehead Road Kenilworth, 7708 Cape Town	5100
City of Cape Town	Amandla Development	62 Lillian Ngoyi Drive Samora Machel 7785 Cape Town	1500
City of Cape Town	TB HIV Care	66-72 Main Road 1st Floor Wynberg 7800 Cape Town	3000
City of Cape Town	Amandla Development	Corner Ajax and Artemis Road Woodlands Mitchells Plain Cape Town	3000
Tshwane	Childline Gauteng	Umvelinqangi Safe Space Hub R/1658 Bushveld Road (next to Mopane Road) Winterveld 0198	6000
Tshwane	MIET SA	Rhulani Pharmacy Centre (Next to chillies) 2216 Corner Commissioner and Highway Soshanguve Block F 0152	9000
Tshwane	Zakheni Training & Development Centre	Office No. 24 SF: 12 Central House Access Road Unit E Mabopane 0190	1500
Bojanala	Childline North West	174 Joubert Street Rustenburg 0299	12000
Bojanala	Lifeline Rustenburg	No 156 Kloppe Street Rustenburg 0299	9000

DISTRICT	NAME OF ORGANISATIONS WHERE GOODS SHOULD BE DELIVERED	DELIVERY ADDRESS	QUANTITY
Bojanala	Show Me Your Number	70 Millo and Strumosa Stree Geelhout Park Rustenburg, 0299 (Opposite Geelhout Secondary School)	3000
Tshwane	Beulah Africa	Umvelinqangi Safe Space Hub R/1658 Bushveld Road (next to Mopane Road) Winterveld,0198	300
Mbombela	Ikhumiseng	18 Gerrit Maritz Street Sonheuwel Central, Nelspruit 1201	300
Nelson Mandela Bay	MBAT	21 McHardy Avenue, Holland Park, Port Elizabeth, 6001	300
TOTAL			58, 500

Table 3. Higher Health Addresses and Quantities

DISTRICT	NAME OF ORGANISATIONS WHERE GOODS SHOULD BE DELIVERED	DELIVERY ADDRESS	QUANTITY
City of Cape Town	Higher Health	Sunclare Building HIGHER HEALTH, 4th Floor, 21 Dryer Street, Claremont, CT, 7708	1500
Tshwane	Higher Health	262 Rose Avenue Wild Olive Office Park Centurion 0157	1500
Bojanala	Higher Health	263 Rose Avenue; Wild Olive Office Park Centurion 0157	1500
Fetakgomo	Higher Health	Polokwane Campus Cnr College and Dorp Street; Polokwane, 0700	1500
Nelson Mandela Bay	Higher Health	4 Brickfields Road Campus, Alexander Park, Uitenhage, 6229	1500
Nyandeni	Higher Health	Libode Campus, R61 Port Saint Johns Road, Libode, 5160	1500
Dihlabeng	Higher Health	10 Brill Street, Westdene, Bloemfontein, 9301	1500
King Cetshwayo	Higher Health	Richards Bay Campus, Cnr Naboomnek &, Via Richardia, Arboretum, Richards Bay, 3900	1500
Zululand	Higher Health	Vryheid Campus; Office No 6; 50 Paterson Street, Newcastle CBD, 2640	1500
Ehlanzeni	Higher Health	14 Henshall Street, Medcen Building, 3rd Floor, Office 301,	1500

		Nelspruit, 1200	
Gert Sibande	Higher Health	14 Henshall Street, Medcen Building, 3rd Floor, Office 301, Nelspruit, 1200	1500
TOTAL			16,500

Please note: The numbers above may change over the grant period.

The following reports must be submitted upon delivery to NACOSA:

- (a) Signed delivery notes
- (b) Quality adherence – provision of certificate of adherence to quality specifications provided upon delivery

4.4 Budget

NACOSA is a non-profit and public benefit organisation with a limited budget, entirely funded by donors. This means we need a high quality but cost-effective service through a transparent procurement process. As stipulated above, the price must be all inclusive - include packaging, freight charges, and insurance for all products.

5. BIDDING & TENDER REQUIREMENTS

Successful companies should have:

- A demonstrated ability to access the number of commodities required within the tight timeframes.
- Legal status recognised to work in South Africa.
- Demonstrated ability to deliver quality products for the population or related past experience.
- Good administration and project management ability.
- Bidders may only submit bids for all products being tendered for.
- Only offers that meet the technical specifications in all aspects as stipulated in the bid document will be considered further.

As a non-profit networking organisation committed to transformation in South Africa, NACOSA welcomes tenders from black-owned enterprises, people living with HIV, women and people with disabilities.

5.1 Submission of Tender Bids

Interested companies should submit:

1. Please note that completed tender documents may **not** be submitted by fax or email. Completed bid documents, including an electronic copy on a disk in a closed envelope together with a marked sample pack must be hand delivered to:

CFP-058-AGYW-10-2021

Dignity packs

NACOSA,

3rd Floor,

East Office Tower,

Canal Walk, Century Boulevard, Century City,

7441

2. The name and address of the bidder and the bid number must be indicated on the envelope. All bids received in sealed envelopes with the relevant bid number on the envelopes will be kept unopened in safe custody until the closing time of the bids. However, where a bid is received open, it shall be sealed.
3. No bid sent through the post will be considered if it is received after the closing date and time stipulated in the bid documentation, and proof of posting will not be accepted as proof of delivery.
4. Bids will be opened as soon as practicable after the closing time of the bid.

Tender Bids must be submitted by 12h00 on 12 November 2021.

PLEASE NOTE: No telephonic queries will be entertained by any NACOSA staff member. Written questions may be mailed to queries@nacosa.org.za. All questions and answers will be posted daily to the NACOSA website under NEWS for access by all bidders. Only written bids will be accepted and reviewed – no late bids will be reviewed.

1. All bids submitted in reply to this invitation must incorporate all required certificates and other documentation forming part of this invitation to bid.
2. Please provide the following information numbering documents as per table below:

No	Document
1	A company profile.
2	PIN for Tax Compliance Status to verify Tax clearance certificate (verification will be done with SARS eFiling by NACOSA). Submission of this document authorizes NACOSA to verify the bidder's tax compliance status.
3	Valid B-BBEE Certification: 3.1 Copy of a certificate from a SANAS accredited Verification Agency; or 3.2 A signed Exempt Micro Enterprise (EME) affidavit with the required information; or 3.3 A signed Qualifying Small Enterprise (QSE) affidavit with the required information. Any EME or QSE is only required to obtain an affidavit on an annual basis, confirming: <ul style="list-style-type: none">• Annual Total Revenue of R10 Million or less for EME or between R10 Million and R50 Million for QSE.• Level of Black Ownership

4	Signed Code of Conduct for Suppliers of services related to Global Fund financing (sign each page): https://www.nacosa.org.za/2017/03/14/code-of-conduct-for-suppliers
5	Completed and Signed Declaration of Interest: https://www.nacosa.org.za/wp-content/uploads/2019/10/DECLARATION-OF-INTEREST.pdf
6	A Project Plan (if applicable)
7	Customer/Supplier References (per the Terms of Reference)
8	Detailed Quotation
9	Confirmation of Banking Details not older than 3 months, by means of a stamped letter from the bank, bank statement or cancelled cheque.
10	Company documents: Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and list of active Directors or Members
11	Certified copy of ID documents of the Directors or Members
12	Most recent year's financial statements showing comparative figures
13	Proof of Public Indemnity Cover for minimum of R1 million
14	Declaration of Interest – Completed and signed
15	Printed copy of the Online Costing Form
16	Local content composition per item
17	Sample box labelled and dignity pack samples in the box
18	Details of any value add or value for money benefit offered as part of bid
19	A plan on how delivery will be executed. If the bidder plans to source stock from another manufacturer or distributor, a letter of undertaking from such manufacturer or supplier must be attached.

6. EVALUATION CRITERIA FOR PROPOSALS

Only submissions that meet the technical specifications in all aspects as stipulated in this term of reference will be considered. Evaluation will be split into 3 stages:

6.1 Evaluation Stage 1: Correctness and completeness

Bidders must provide the above documentation and the sample items as specified.

Please note: The absence of the sample items and/or the following documentation automatically disqualifies the bid:

- i. The Declaration of Interest fully completed and signed - Annexure A
- ii. A signed Invitation to Bid Form - Annexure B.
- iii. A Costing Form with product and pricing details to be completed online – Annexure C

- iv. A valid Tax Compliance Status Pin

6.2 Evaluation Stage 2: Technical Evaluation

Once the proposals have been evaluated on Correctness and Completeness, an evaluation panel will allocate points (on a points scale specified per function) according to the criteria set out in the functionality table below.

Bidders must obtain a minimum of 70 out of 100 to be shortlisted. Shortlisted bidders will be evaluated on Price & B-BBEE (refer to Adjudication process on Price & B-BBEE).

FUNCTION	RATING	WEIGHTING
Demonstrable organizational maturity and stability shown by organization's age.	1 point = 0 - 1 year 2 points = 2-3 years 3 points = 3-4 years 4 points = 4- 5 years 5 points = >5 years	10%
Demonstrable experience with supply and delivery of quality products per specification, including showing value add with evidence to support the response.	<p>1 point = Satisfies the requirement with major reservations. Considerable reservations regarding how the Bidder will meet this requirement by their showing their understanding of product sourcing and quality measures, with little or no evidence to support the response.</p> <p>2 points = Satisfies the requirement with minor reservations. Some minor reservations regarding how the Bidder will meet this requirement by their showing their understanding of product sourcing and quality measures, with limited evidence to support the response.</p> <p>3 points = Satisfies the requirement. Demonstration by the Bidder of how they will meet this requirement by their showing their understanding of product sourcing and quality measures. Response identifies factors that demonstrate added value, with evidence to support the response.</p> <p>4 points = Satisfies the requirement with minor additional benefits. Above average demonstration by the Bidder of how they will meet this requirement by their showing their understanding of product sourcing and quality measures. Response identifies factors that demonstrate added value, with evidence to support the response</p> <p>5 points = Exceeds the requirement. Exceptional demonstration by the Bidder of how they will meet this requirement by their showing their understanding of product sourcing and quality measures. Response identifies factors that demonstrate added value, with evidence to support the response.</p>	10%
Demonstrable experience with supply of dignity packs for public health programmes.	1 point = 2 Signed Completion Certificates or Testimonials 2 points = 3-5 Signed Completion Certificates or Testimonials.	35%

<ul style="list-style-type: none"> <i>Proven experience must be clearly demonstrated in the proposal by means of list of projects and high-level detailed scope, Purchase orders and/or Tenders awarded.</i> <i>Contactable/ verifiable references, in a letter format, must include tender/project details, telephone or cell phone numbers, email address and contact names.</i> 	3 points = 6+ Signed Completion Certificates or Testimonials.	
<p>Compliance of product with specifications</p> <p>The bidding organisation must provide comprehensive details that all technical specifications as stated in this tender document shall be complied with.</p> <p>Proof (Accreditation documentation, approvals by manufacturers and compliance with governing regulations / standards)</p>	<p>0 = Inadequate proof given</p> <p>5 = Proof given that adequate equipment and processes</p>	20%
<p>Demonstrated relationship with a courier company/network to support the delivery plan to all sites</p>	<p>Yes = 5</p> <p>No = 0</p>	10%
<p>Capacity to deliver.</p> <p>The bidding organisation must be able to demonstrate that it has adequate equipment and storage facilities for the volumes in this tender.</p>	<p>0 = Inadequate proof given</p> <p>5 = Proof given that adequate equipment and processes</p>	10%
<p>Local Content</p> <ul style="list-style-type: none"> <i>The bidding organisation must be able to demonstrate that it has sourced the product locally and importantly produces verifiable product source documents indicating the local content.</i> 	<p>5 Points – 100% local content of all products supplied in this TOR, with clearly marked labels on the products and verifiable product source documents.</p> <p>3 Points – 50% local content of all products supplied in this TOR, with clearly marked labels on the products and verifiable product source documents.</p> <p>0 Points – 0% local content and/no products not marked as local content.</p>	5%
TOTAL		100

6.3 Evaluation Stage 3: Price

Bidders whose bids achieve a minimum of 70% on the above technical evaluation will continue to be evaluated on price. Bids that do not meet the 70% threshold will be excluded from the process.

The Preference Point System (PPS) applicable to this bid is 80/20

A maximum of 80 points is allocated for price on the following basis:

Criteria	Number of Points
Price	80
B-BBEE	20
Total Points	100

Price points calculation formula as follows:

The calculation for price points will be conducted as follows:

$$PS = P \left[1 - \frac{(Pt - Pmin)}{Pmin} \right]$$

Where:

PS = Points scored for comparative price of tender/offer under consideration

P = Maximum points

Pt = Comparative price of tender/offer under consideration

Pmin = Comparative price of lowest acceptable tender/offer. Points scored will be rounded-off to the nearest 2 decimal places

Example

P = Maximum points to be obtained is 80.

Pt = Comparative price of tender/offer under consideration, for example John Smith Inc. quoted R520 000.00.

Pmin = Comparative price of lowest acceptable tender/offer, for example Jane Wesson Inc. quoted R430 000.

$$PS = 80 \left[1 - \frac{(520\,000 - 430\,000)}{430\,000} \right]$$

PS = 63.26 scored out of 80 for John Smith Inc.

B-BBEE points calculation as follows:

B-BBEE STATUS LEVEL OF CONTRIBUTOR	NUMBER OF POINTS
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Pricing

Prices proposed should be exclusive of Value Added Tax (VAT). It is an expressed requirement of this Call for Proposals tender that Bidders provide transparency in respect of their pricing approach. In this regard, Bidders must indicate the basis upon which they have calculated their pricing by giving a detailed quotation. There must be no hidden costs.

6.4 Appointment of Service Providers

1. A Selection Committee will select the service provider. The Committee reserves the right to request any, or all, of the bidders to meet to clarify their proposal.
2. The Committee is not bound to accept the lowest or any proposal.
3. The proposal will be evaluated against the review matrix provided above.
4. The Committee may, entirely at its discretion, decide to:
 - Make award of contracts subject to such conditions as NACOSA may determine at the stage of awarding the contracts.
 - Commission the work in two or more phases should it become evident that this is necessary.
 - Review and modify the evaluation criteria.
 - Not award contracts.
 -

NETWORKING HIV & AIDS COMMUNITY OF SOUTHERN AFRICA NPC NACOSA

3rd Floor, East Tower | Century Boulevard | Century City | Cape Town

t. 021 552 0804 | f. 021 552 7742 | e. info@nacosa.org.za

Non-Profit Organisation: NPO 190-030 | Public Benefit Organisation: PBO 930056308

Non-Profit Company: 2015/448924/08 | VAT Number: 473 0273 234 | Section 18A Tax Exempt

Accredited by the Health & Welfare SETA | Level 1 B-BBEE Entity (135% recognition)

Nacosa.org.za

ANNEXURE A: DECLARATION OF INTEREST

DECLARATION OF INTEREST

CFP-058-AGYW-10-2021

It is a requirement that the bidder or his/her/their authorized representative shall declare his/her/their interest or any relationship with NACOSA, any of its employees or persons who are known to be involved with the evaluation/adjudication of the bid.

1. Are you or any person connected with the bid, employed by NACOSA, any of its employees or persons who are known to be involved with the evaluation or adjudication of the bid?

YES / NO

1.1 If, YES, provide details _____

2. Do you or any person connected with the bid, have a relationship (family, friend, other) with a person employed by NACOSA or persons known to be involved with the evaluation or adjudication of this bid.

YES / NO

2.1 If, YES, provide details _____

3. In signing and submitting this tender document you further certify that this bid has been independently completed without collusion with any other bidder or competitor and that no person employed by NACOSA has been involved in this bid preparation.

SIGNATURE OF DECLARANT

DATE

POSITION OF DECLARANT

NAME OF BIDDER

ANNEXURE B: INVITATION TO BID

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SUPPLY AND DISTRIBUTION OF DIGNITY PACKS

BID NUMBER: CFP-058-AGYW-10-2021 **CLOSING DATE:** 12 November 2021 **CLOSING TIME:** 12H00

DESCRIPTION: NACOSA seek the services of a company to supply and distribute dignity packs to NGOs who provide services to beneficiaries in the Adolescent Girls and Young Women Programme.

The successful bidder will be required to fill in and sign a written contract.

- Bids must be submitted online to: proposals@nacosa.org.za using the reference number CFP-058-AGYW-10-2021 in the email subject line.
- PLEASE NOTE: No telephonic queries will be entertained by any NACOSA staff member. Written questions may be emailed to queries@nacosa.org.za with the tender reference in the subject line. NOTE: The system automatically allocates questions to the relevant person based on the reference number. Without a reference number, your question may not be answered. All questions and answers will be replied to online at www.nacosa.org.za/latest. Questions may be submitted until 02 November 2021.

THE FOLLOWING PARTICULARS MUST BE FURNISHED. FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED.

NAME OF BIDDER: _____

POSTAL ADDRESS: _____

STREET ADDRESS: _____

TELEPHONE NUMBER: DIALLING CODE: _____ **NUMBER:** _____

CELLPHONE NUMBER: _____

EMAIL ADDRESS: _____

VAT REGISTRATION NUMBER: _____

SIGNATURE OF BIDDER: _____

DATE: _____

CAPACITY UNDER WHICH THIS BID IS SIGNED: _____

ANNEXURE C: ONLINE COSTING FORM

CFP-058-AGYW-10-2021

DESCRIPTION OF SUPPLY	QUANTITY	UNIT PRICE (EXCL VAT)	TOTAL (EXCL VAT)
50ml waterless hand cleaner (72% alcohol)			
Twenty disposable sanitary pads			
Packaging and storage			
Freight and insurance			