CEASEFIRE TRANSITIONAL SECURITY ARRANGEMENTS MONITORING & VERIFICATION MECHANISM

Airport-Ministry Road
Behind Panorama Plaza Hotel or Chinese Hospital
Next to Karibu Choma Bar & Restaurant
Juba - South Sudan

REQUEST FOR QUOTATION

BACKGROUND

CTSAMVM was established following the signing of the Agreement on the Resolution of Conflicts in South Sudan in August 2015. CTSAMVM is responsible for monitoring and verifying the implementation of Permanent Ceasefire. The CTSAMVM HQ supports the observers in the field and does that through the procurement of logistical items.

CTSAMVM is calling for quotations from competent and reputable companies to submit quotation for items as outlined below:

LOT 1

Srl	Item Description	Details	Unit	Qty
1.	Paper Shredder	Fellowes Powershred 99Ci 18-Sheet Cross-Cut Commercial Shredder	Pcs	3
2.	3 in 1 Printer	HP Laser Jet Pro MFP 447 fdn Printer	Pcs	1

LOT 2

Srl	Item Description	Details	Unit	Qty
1.	Desktop Computer	HP ProDesk 400 G4 Microtower PC Core i7 16GB RAM 500GB 19inch TFT	Pcs	1
2.	Laptop computers	HP ProBook 450 G5 Core i7 16GB RAM 1TB	Pcs	1
3.	3 in 1 Printer	HP Laser Jet Pro MFP 447 fdn Printer	Pcs	1
4.	Smart TV	47 Inch LED, Hisense	Pcs	1

LOT 3

Srl	Item Description	Details	Unit	Qty
1.	Cartridge	410A	Set	1
2.	A4 Printing paper		Reams	24
3.	Highlighter		Pcs	12
4.	Envelopes C3		Dozens	4
5.	Envelopes C4		Dozens	11
6.	Pens – Blue		Box	5
7.	Pens – Black		Box	5
8.	Pens – Red		Box	5
9.	Cellotape		Pcs	6
10.	Mosquito repellent		Doz	8
11.	Insecticides Spray		Pc	16
12.	Post in Notes		Pcs	30
13.	Air freshener		Pc	1
14.	Facial Tissue		Box	15
15.	Flag Tabs		Pkt	2
16.	File Dividers (2 Hole)		Pkt	2
17.	Rechargeable Batteries + Charger AA		Pair	6
18.	Rechargeable Batteries + Charger AAA		Pair	6

REQUIREMENTS

Price and Currency: The price shall be in **United States Dollars (USD)**

Submission of Quotes: All quotations are to be submitted in **hard copies in sealed envelopes**, and there shall be no submission of quotes in soft copies. **Each Lot should be submitted in different enveloped and sealed. Also indicate the Lot number at the back of the envelope**.

Submission Address: All bids shall be submitted to the address below;

Airport-Ministry Road
Behind Panorama Plaza Hotel or Chinese Hospital
Next to Karibu Choma Bar & Restaurant
Juba - South Sudan

Registration for Submission: Please ensure that you register your hand delivered quotation/bid with the Procurement Section of the CTSAMVM HQ and drop it in the bid box yourself before leaving the Procurement Section. Each hand delivered quotation/bid must be registered individually on the bids submission forms which will be available at the Procurement Section. Unregistered quotation/bid will not be considered even if it is dropped in the bid box.

Request for Clarification: Any request for clarification must be made in writing through the email: procurement@igadrss.org strictly and must be received not later than **25 January 2019 at 12:00 pm local time.**

Deadline for the submission of the quotation:

The deadline for the submission of the quotes will be strictly on **29 January 2019 at 12:00pm local time.**

Notification of Results/Award: CTSAMVM will notify only the successful and competitive bidder. If you do not receive an email communication within two (2) weeks after the expiry of the deadline, consider your bid not successful.

Language for the Bids: The language for the bids shall be **English** only.

Disclaimer:

This is only a call for quotations and CTSAMVM reserves the right to either amend or cancel it at any time with or without notice. In such cases, CTSAMVM shall accept no liability whatsoever. The prospective bidder is wholly responsible for any and all cost related to the preparation and submission of their quotations.

The decision of CTSAMVM Procurement Review Committee shall be final.