

World Vision

SUPPLIER REGISTRATION EXERCISE WITHIN SOUTH SUDAN FOR OUR NEW FISCAL YEAR (OCTOBER 2017-SEPTEMBER 2018)

World Vision South Sudan ("WV SS") invites interested business community who are duly registered and licensed to conduct business operations within the Republic of South Sudan to present their details to us as per the list of categories below.

The bid submissions should include the company's profile, business registration certificates capability statements and appropriate product catalogue.

Interested vendors /traders may present their submissions in sealed envelopes showing clear category numbers they are interested to be registered under and dropped in the tender box at our Juba Office, Kuajok Zonal Office, Yambio Zonal Office and Malakal office and clearly marked with the specific category of interest **not later than the 30th October 2017 (09:00AM)**.

INSTRUCTIONS

- Interested bidders will register and issued with official confirmation receipt at the time upon submitting the bid documents. You may also request the questionnaire and detailed category list from: **SDNO_SCMQuotations@wvi.org**
- The confidential business questionnaire documents can be obtained from the Head Office in Juba, Kuajok Zonal Office, Yambio Zonal Office and Malakal office per Category during working hours from 9:00am to 4:00 pm upon request or send softy through to :**SDNO_SCMQuotations@wvi.org** (original documents to be sent by DHL to Juba Head Office)
- Bid documents must be submitted, in English language before the deadline date. Late submissions will not be allowed
- The supplier registration /prequalification exercise requires applicants to provide accurate and correct information as follows:
 - Business name with full physical office address (including postal, phone, email, website etc.)
 - Brief Company profile with core business activities, references and organogram
 - Certificate of Incorporation
 - d) Tax Identification number
 - Tax Compliance Certificate
 - VAT Certificate
 - Specialized Category of Interest(not more than 5 per applicant
 - Application cover letter duly signed by the Decision Maker
 - of the firm-with full names, contacts and designation
 - Bank Name, branch name details

Category number	Category Groups
WVSS/001/FY18	Agriculture, Farm (Equipment and Supplies) & Livestock
WVSS/002/FY18	Clothing & Shoes
WVSS/003/FY18	Communications and Communication Equipment
WVSS/004/FY18	Construction, Construction Material and Repairs
WVSS/005/FY18	Consultancy Fees
WVSS/006/FY18	Education: School Supplies and Equipment
WVSS/007/FY18	Employee Training, Capacity Development
WVSS/008/FY18	Food
WVSS/009/FY18	Health, Drugs & Medical (Equipment and Supplies)
WVSS/010/FY18	Household, Shelter, Relief Supplies
WVSS/011/FY18	IT Hardware
WVSS/012/FY18	Office Supplies and Stationery
WVSS/013/FY18	Office Equipment and Furniture
WVSS/014/FY18	Office Expense: Utilities, Security & Janitorial Services
WVSS/015/FY18	Power Generation
WVSS/016/FY18	Publishing, Printed Material & Advertising
WVSS/017/FY18	Software
WVSS/018/FY18	Transportation & Warehousing
WVSS/019/FY18	Hotel/Lodging and Venue
WVSS/020/FY18	Catering Services
WVSS/021/FY18	Events, Seminar & Conference
WVSS/022/FY18	Dues and Membership Subscriptions
WVSS/023/FY18	Travel Services
WVSS/024/FY18	Airfare - Travel Tickets
WVSS/025/FY18	Ground Transportation
WVSS/026/FY18	Vehicles and Vehicle Fleet Management
WVSS/027/FY18	Water and Sanitation
WVSS/028/FY18	Insurance Services
WVSS/029/FY18	Real Estate
WVSS/030/FY18	Banking Services
WVSS/031/FY18	Economic Development Materials
WVSS/032/FY18	Fuel

Bidders will meet their own cost of preparing the bids, company profiles and submissions.

All contractors and suppliers with existing contract agreements are encouraged to register with us again in order to comply with the conditions of the new vendor list to be updated

Completed forms with the required supporting documents should be dropped at the tender box by the closing dates so as to be received by the Central Tender Committee for further evaluations.

Only successful firms in terms of technical and financial capacity will be invited to make brief presentations to the Central Tender Committee prior to being shortlisted on the Vendor database which will be rolled out for use during the new financial year ending 30th September 2018.

World Vision South Sudan reserves the right to accept or reject any

Application and is not bound to give any reason for its rejection

For: Central Procurement Secretariat
World Vision South Sudan
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