

**INVITATION TO SUBMIT A BID NO. WR/SSPT/2019/01**

**WRSS PREFERRED SUPPLIERS 2019/2020**

**World Relief South Sudan,  
Hai Cinema, Juba, South Sudan,  
Opposite Ministry of Water Resources and Irrigation, next to MAF Offices and Red Cross Guesthouse.**

**Date: 18<sup>th</sup> June 2019**

**Deadline for submission of bids: July 3<sup>rd</sup> 2019 before 11:00AM.**

World Relief South Sudan is the South Sudan branch of World Relief, an international nongovernmental organization dedicated to partnering with the local church, to see the most vulnerable people transformed economically, socially, and spiritually. Since 1998, World Relief has been working with the local church to address humanitarian and development needs related to Health, Nutrition, Food Security & Livelihoods (FSL), Education, WASH, Protection, Disaster Risk Reduction (DRR), and church Empowerment.

World Relief South Sudan wishes to contract legally recognized, professional and competent companies that are based in Juba to provide various materials, supplies and services for the period between July 2019 to June 2020. Bids are invited for the following categories, and attached RFQs:

<b>S #</b>	<b>CATEGORY REF #</b>	<b>CATEGORY</b>
1	WR/SSPT/2019/01/A	Charter Flights
2	WR/SSPT/2019/01/B	Road Transport
3	WR/SSPT/2019/01/C	River Transport
4	WR/SSPT/2019/01/D	Agricultural Supplies & inputs
5	WR/SSPT/2019/01/E	Electrical Supplies
6	WR/SSPT/2019/01/F	Food and Drinks
7	WR/SSPT/2019/01/G	Fuel
8	WR/SSPT/2019/01/H	Generator Parts
9	WR/SSPT/2019/01/I	Hardware Materials
10	WR/SSPT/2019/01/J	Household Items
11	WR/SSPT/2019/01/K	Lubricants
12	WR/SSPT/2019/01/L	Office Stationery Items
13	WR/SSPT/2019/01/M	Printing and Signage
14	WR/SSPT/2019/01/N	WATSAN (water and Sanitation), and water yard items

Completed set of tender documents sealed in a plain envelop for each category and clearly marked the category ref number eg **“WR preferred supplier” Tender No. WR/SSPT/2019/01A**, should be dropped into the Tender box at the **WR office, Hai Cinema, opposite Ministry of Water Resources and Irrigation, next to MAF Offices and Red Cross Guesthouse, no later than 3<sup>rd</sup> July 2019 before 11:00AM local time.**

**CONDITIONS OF BIDDING:**

- 1) Quotes submitted after the deadline, **3<sup>rd</sup> July 2019 11:00AM**, will be rejected.
- 2) Each category **MUST** be submitted in a separate envelope, even when bidding for multiple categories.
- 3) All the bidding documents **MUST** be stamped and on Company letter head.
- 4) Quotes **MUST** be valid for 12 months ie until **End of June 2020**.
- 5) Price **MUST** be in USD, with unit prices after deduction of discount.
- 6) Item details including brand names of quoted items **MUST** be provided.
- 7) Payment will be within 30 business days after receipt of goods and invoice.
- 8) Proof of being a legally registered company in South Sudan **MUST** be provided with all the necessary documents related to company operation in South Sudan.
- 9) Business Contact details including Owners and Directors of the company **MUST** be provided.
- 10) A list of **THREE** references with current contact information **MUST** be provided.
- 11) Demonstrated track record and experience in the requested category **MUST** be provided.
- 12) Proof of ability and capacity to supply the specified quantities and deliver to World Relief warehouse in Juba **MUST** be provided.
- 13) World Relief reserves the right to award the most qualified vender who is providing the best value, regardless of the lowest price submitted.
- 14) World Relief reserves the right to award each category to more than one bidder or to reject all applicants and cancel the solicitation at any time.
- 15) World Relief accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their applications.