

AAH-I South Sudan  
Juba Office, off Munuki Road,  
Next to South Sudan Civil Service Commission

## CALL FOR QUOTATIONS

### **Background**

Action Africa Help International (AAH-I) is a nongovernmental and nonprofit making Organization operating in South Sudan with a mission to support disadvantaged Communities to sustainably improve their standard of living through Community empowerment approach in partnership with stakeholders. AAH-I implements Primary Health Care, Agriculture, Humanitarian aid projects and Capacity Building.

The organization is calling for quotations from reputable companies for provision of Internet connectivity in 2019 and beyond for two sites.

### **Objectives:**

- Find an Internet Service Provider (ISP) who has a proven track record in South Sudan and is used to providing reliable support in remote locations.
- Able provide reliable internet connectivity at the two sites
- Able provide technical support and maintenance to ensure operation and delivery of the internet connectivity

### **Tasks**

- Carry out an assessment of the two sites and provide a solution that will ensure provision of reliable internet connectivity over the contract period as well as the following:
- Provide equipment necessary to provide internet connectivity
- Provide continuous monitoring and maintenance to ensure the delivery and operation of internet connectivity
- Provide technical support as necessary

Interested bidders should visit the two sites as follows:

- **AAHI Country Office located in Tong Ping near Indian Embassy – from 9:00 to 12:00 between Monday 14<sup>th</sup> to Friday 18<sup>th</sup> January, 2019.**
- **Juba Logistic Base located in Juba near JIT Supermarket– from 2:00 to 4:00 between Monday 14<sup>th</sup> to Friday 18<sup>th</sup> January, 2019.**

### **Bid preparation instructions**

AAH requests that bidders provide their bids as follows:

Section 1: Technical Bid (hard copy only)

Section 2: Financial Bid (hard copy only)

#### **Section 1: Technical Bid**

Bidders should explain and demonstrate how they propose to solve internet connectivity problem and how they will carry out the work. For evaluation purposes, all the information must be included in the bid, and must not require access to other documents not included in the bid (such as websites, etc).

#### **Section 2: Financial bid**

The cost/financial proposal has to be submitted in a separate document. The bidder must submit the cost/financial proposal as one cost: Installation of equipment plus the ongoing service fees.

## **2. Eligibility and requirements:**

### **2.1 Administrative requirements:**

- 2.1.1 Valid certificate of incorporation as a business in South Sudan
- 2.1.2 Valid and certified certificate of registration as a Internet Service Provider in South Sudan, issued by the relevant authority
- 2.1.3 Valid and certified registration with the Tax Regulatory Authority of South Sudan
- 2.1.4 Copy of Articles and Memorandum of Association

### **2.2 Technical Requirements**

- 2.2.1 Proof that the Service Provider has provided similar service to other Non-Governmental Organizations (NGOs)/ UN/Corporates.
- 2.2.2 Recommendations from reputable organizations operating in the Republic of South Sudan (RSS) for the similar services provided. At least three companies (give contact email address and cell phone numbers)
- 2.2.3 Proof of having qualified technical team (attach CVs).
- 2.2.4 Bank recommendation letter stating the financial capacity of the Service Provider during the last 18 months.
- 2.2.5 Technical proposal which should give the solution as a result of the assessment and also provide details of support and escalation procedures and service level agreement.

### **2.3 Financial Proposal (in US Dollars)**

The financial proposal should be detailed, clear and must indicate any variables and unit rates. The proposal should be valid for 60 days from the date of opening of the proposal.

### **3.0 Submission of quotes:**

The quotations shall be submitted in **Hard copies in sealed envelopes**, and there shall be no submission of quotes in soft copies.

#### **Submission Address**

bids shall be submitted to:  
**AAH-I/UNHCR Logistic Base Juba South Sudan**  
**Near JIT Supermarket, the envelope should be labeled**  
**Read: PROVISION OF INTERNET SERVICES**  
**AAH-I South Sudan.**

#### **Registration for submission:**

Please ensure that, you register your hand delivered quotation/bid with the Procurement department and drop it in the bid box yourself, before you leave the Procurement department.

Each hand delivered quotation/bid must be registered individually on the bids submission forms which will be available at Procurement department. Unregistered quotation/bid will not be considered even if it is dropped in the tender box.

#### **Request for clarifications**

Any request for clarification must be made in writing through the email: [procurement.southsudan@actionafricahelp.org](mailto:procurement.southsudan@actionafricahelp.org) strictly and must be received not later than Monday the **21<sup>st</sup> 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 Wednesday the **23<sup>rd</sup> January, 2019, at 4:00 pm Local Time.**

#### **4.0 Notification of the results**

Only the successful and competitive bidder will be notified, and if you do not receive email communication within two weeks after the expiry of the deadline, consider your bid not successful.

#### **5.0 Language for the bids**

The language for the bids shall be **English** only.

#### **6.0 Evaluation of proposals:**

A comprehensive criteria will be followed in evaluating the proposals submitted in accordance with the guidelines prescribed above. The criteria will follow a weighting system advised below:

i.	Administrative compliance	10 points
ii.	Technical compliance	70 points
iii.	Financial proposal	20 points

#### **Importance Notes:**

1. The bidder's proposal **MUST** obtain all the 10 points under the Administrative Compliance Stage and a minimum of 42 points from the Technical Compliance Stage to qualify for the Financial Evaluation Stage. Accordingly, any bidder whose proposal fails to obtain all the 10 points under the Administrative Compliance Stage, will not be considered for Technical Evaluation.
2. The score for the bidder's Financial Proposal will be arrived at using the following formula:  
 $P=20x(u/z)$   
P: Financial Score  
U: Price of lowest compliant bid  
Z: Price of bid being evaluated.

#### **Award of contract:**

The contract will be awarded to the Bidder who scores the highest total marks from the evaluation process detailed above.

**Disclaimer**

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

The decision of the AAH-I South Sudan Procurement Review Committee shall be final.