

Malteser International Europe · 51103 Cologne · Germany

Country Coordination Office Plot No: 445 Kololo Road 3k South

Juba, 21 June 2019

INVITATION TO TENDER
MI/WAU/2019/0249

Supply of construction materials

This is an Invitation to Tender for the above mentioned supply. Please find enclosed the following documents, which constitute the tender dossier:

- A. Annex 1: Bill of Quantity
- B. Annex 2: Specification of Tendering

The whole Specification for bidding dossier (digital version) can be down loaded here on the South Sudan NGO Forum's website.

We look forward to receiving your tenders by or before the **submission deadline on 28/06/2019 at before: 4:00 pm** at the addresses specified in the documents.

Thank you for your cooperation.

Sincerely Yours,

Name:

Sign:



SPECIFICATION OF TENDERING

Related to our advertised Invitation to Tender **MI/WAU/2019/0249** Malteser International herewith calls for tenders concerning supply of construction materials.

Under the following reference number:

Donor project number: 32

Malteser International project number: 1340-JUB

1) Description of the organization and its activities

Malteser International is a worldwide humanitarian relief service of the Sovereign Order of Malta and legally a division of Malteser Hilfsdienst e. V. based in Cologne, Germany. Malteser International is a charitable organization recognize as a relief organization according to the Geneva Convention. In South Sudan, Malteser International is running basic health care programs, a sleeping sickness control program and supporting people affected by leprosy. In addition, Malteser International supports School Feeding program in Lologo primary School, Al-Salam School and also Implementing WASH project in Lologo Funded by BMZ in Juba, South Sudan,

Objective of Call for Tender

In accordance with the overall targets of above mentioned operations, Malteser International plans to procure

Supply of construction materials

The technical specification of supply of construction materials in Annex 2 which is part of this Call for Tenders.

Suppliers are invited to present an offer complying with the requirements here below specified:

2) Offer Presentation

- The offer shall be delivered in a sealed envelope to Malteser International Country Office Juba (Plot No. 445 Tong Ping, Juba, South Sudan)

The deadline for the delivery of the offer is: 28/06/2019 at before: 4:00 pm

- The offer shall be written in English
- The envelope must state the following information:
 - Reference to the Tender Number
 - Address to which the offer is being submitted
 - The words "*Not to be opened before deadline*" written in English
- The offer should be valid until **1 month after the deadline**
- Annex 2 can be used or a separate one depending on supplier's choice.

3) General Conditions

- The offer shall be typed or written and signed on each page by the legal representative of the supplier
- The winning supplier might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required
- The prices of the offer will be expressed in United States Dollars. The prices must be on unit price basis as well as by totals
- The prices will be considered fixed whereas Malteser International will not process Tax exemption and Terms of shipment must be indicated clearly which should include Incoterms, Insurance terms of shipping Latrine Slab and Construction Materials and mode of transportation and port of entry should be indicated separately on ITB or suppliers' tenders. No additional change of whatsoever nature and type will be accepted by Malteser International
- Malteser International reserves the right to accept or reject all quotations depending on prevailing condition at the time.

Terms of Payment:

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

There is no down payment required and payment is only fully granted when 100% of the delivery is made and upon presentation of commercial invoice and documents and satisfactory reception of the construction materials and signed by MI staff. The payments will be done within 45 days of completed delivery

Terms of Delivery: Supply of construction materials should be completed within 3 working Days. Should the supplier consider this delivery time inadequate, he has to state it in the offer suggesting a different deadline for the delivery.

- The supplier has to deliver the items according to the terms and condition as mentioned above. In case of a delivery delay, a deduction of 0.2 % per day will be applied, calculated on the overall value of the contract and nothing will be due to the supplier. Malteser International reserves the right to sue for damages.
- **Delivery Site:** the greenhouse has to be delivered to Malteser international Wau office according.
The supplier has to deliver the items according to the terms and condition as mentioned above. MI reserves the right to sue for damages and/or return these goods if not compliant with her specifications.

a) Particular Conditions:

The supplier is required to provide, together with the offer, the following documentation:

- Company Profile
- Certificate of Incorporation (local or international level)
- Authorization license from Manufacturer to act as an agent
- Chamber of Commerce Membership
- Tax identification Certificate/no. (from the country of origin or business establishment)
- Past Performance in supplying similar items for INGO's with references focusing on value of contract and delivery period
- Certificate of Operation

- Financial References
- Bank details

b) Opening Tenders Procedure/Evaluation:

- The tenders will be opening at Malteser International Country Office and tenders' representatives are not invited to attend or participate in the process; Malteser tender committee will open the quotations and evaluate their content behind closed doors. If the bidder does not receive written confirmation, the offer has then not been considered as successful.

c) General Offer Evaluation

Malteser International will evaluate the offers on the basis of the following criteria:

- Based ratio quality/price
- Delivery time
- Capacity to supply
- Price responsiveness
- Compliance with international quality specification standards

d) Specific Technical and Financial Evaluation Criteria to standards:

- Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by internal committee
- Contract will directly be issued to the selected supplier upon approval

e) Cancellation of Tender

Under no circumstances, Malteser International will be liable for damages whatsoever their nature, in particular damages for loss or profit; or in relationship to the cancellation of this tender, even if Malteser International has been advised of the possibility of damages.

The publication of the procurement notice in the media does not commit Malteser International to implement the project announced nor to procure the materials. Nothing will be due to the supplier in case this procurement needs to be cancelled due to whatsoever reason.

On behalf of Malteser International

Malis Edwards

Signature:

Date:


21/6/2019



MI/WAU/2019/0249
Malteser International

Annex 2

No	Specifications	Unit	Quantity	Unit price	Currency	Total price
1	Complete kit of greenhouse (net green house, white colour Size 15* 9 Metres fitted with metallic metallic frame) including drip irrigation accessories	Pcs	2		USD	
2	Full installation of greenhouse kit equipped with drip irrigation system	Lump sum	2		USD	

