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| **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** |
|  | A.C Belt for Toyota L/C |  | PC | 1 |

**LOT 2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Srl** | **Item Description** | **Details** | **Unit** | **Qty** |
|  | Vehicle Seat Cover |  | Set | 2 |
|  | Complete Window and Windshield tinting |  | Set | 1 |
|  | Steering Cover |  | PC | 2 |
|  | Dashboard Cover |  | PC | 2 |
|  | Perfume |  | PC | 2 |

**LOT 3**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Srl** | **Item Description** | **Details** | **Unit** | **Qty** |
|  | Oil Filter |  | PC | 1 |
|  | Fuel Filter |  | PC | 1 |
|  | Air Element |  | PC | 1 |
|  | Brake Fluid |  | tin | 1 |

**LOT 5**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Srl** | **Item Description** | **Details** | **Unit** | **Qty** |
|  | Printer | Canon Image RUNNER C1225 | PC | 1 |

**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 envelope 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](mailto:procurement@igadrss.org) / [supplies@igadrss.org](mailto:supplies@igadrss.org) strictly and must be received not later than **5 March 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 **07 March 2019 at 12:00pm local time.**

Notification of Results/Award: CTSAMVM HQ 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.