

**REQUEST FOR Tender Submission**  
**To ADRA SOUTH SUDAN**

25<sup>nd</sup> May, 2018

**Organization Background**

The Adventist Development & Relief Agency (ADRA) is an international faith-based Non-Governmental Organization operating in more than 120 countries around the world. ADRA South Sudan operates in several States of South Sudan. Whose mission is, to reflect God's love through compassionate acts of humanitarian service and is committed to "Saving Humanity so may live as God's intended".

In line with the implementation of BRES (Building resilience in Education Sector) project funded by **DANIDA**. And Education in Emergency (EIE) project Funded by **NORAD through ADRA Norway** As a result of the arising needs to effect project activities, ADRA South Sudan is in search of the following services.

<b><u>Lot # 1: Learning Materials</u></b>			
S/No	Description of items/particulars	Quantity required	Delivery points
<b>Procurement of learning materials</b>			
1	Exercise books 120 pages – BRES Project	23,220 Pieces	ADRA SS Office
2	Exercise books 120 pages – EIE Project	34,356 Pieces	ADRA SS Office
3	Writing Pens (Blue) EIE Project	165 Packets	ADRA SS Office
4	Writing pens (Blue) – BRES Project	9,296 Pieces	ADRA SS Office
5	Pencils –BRES Project	9,296 Pieces	ADRA SS Office
6	Pencils- EIE Project	5,726 Pieces	ADRA SS Office
7	Rulers - EIE Project	5,726 Pieces	ADRA SS Office
8	Rubbers – EIE Project	5,726 Pieces	ADRA SS Office
9	Counter books for Teachers – EIE Project	441 Pieces	ADRA SS Office
10	Blue Pens for Teachers – EIE Project	12 boxes (50 Pcs)	ADRA SS Office
11	Red Pens for Teachers – EIE Project	6 Boxes (50 Pcs)	ADRA SS Office
12	Geometric sets for Teachers- EIE Project	147 Pieces	ADRA SS Office
13	Chalks for Teachers – EIE Project	12 boxes	ADRA SS Office
14	Duster for Teachers – EIE Project	66 Pieces	ADRA SS Office
15	Chalk board rulers for Teachers – EIE Project	66 Pieces	ADRA SS Office
16	Rulers (30 cm) for Teachers –EIE Project	147 Pieces	ADRA SS Office
17	Pencils for Teachers –EIE Project	13 dozens	ADRA SS Office



18	Erasers for Teachers – EIE Project	147 Pieces	ADRA SS Office
19	Manila paper for Teachers- EIE Project	56 Rolls	ADRA SS Office
20	Masking tape for Teachers – EIE Project	56 Pieces	ADRA SS Office
21	Printing Paper A4 – BRES Project	9,296 Pieces	ADRA SS Office
22	Duster – BRES Project	76 Pieces	ADRA SS Office
23	Netballs – BRES Project	21 Pieces	ADRA SS Office
24	Volleyballs - Project	27 Pieces	ADRA SS Office
25	Volleyballs nets - Project	14 Pieces	ADRA SS Office
26	Football - Project	28 Pieces	ADRA SS Office
27	Football nets - Project	28 pieces	ADRA SS Office
28	Skipping ropes - Project	882 Pieces	ADRA SS Office
29	Rulers (standard ruler of 30 cm) – EIE Project	4,654 Pieces	ADRA SS Office
30	Cartons of Chalks – BRES Project	26 Cartons	ADRA SS Office
31	scheme of work books – BRES Project	147 Pieces	ADRA SS Office
32	Lesson plan books – BRES Project	147 pieces	ADRA SS Office

**Lot # 2: Renovation of School Blocks at Giada Boys and Giada Girls Primary School**

1	Renovation of school bocks in Giada boys & Girls – BRES Project	2 Blocks of 4 classrooms each (Total of 8 classrooms to be renovated )	Giada Boys and Giada Girls
2	Construction of permanent class rooms – EIE Project	1 block of 4 classrooms	YMCA Primary School
3	Construction of permanent class rooms – EIE Project	1 block of 4 classrooms	Rejaf Primary School
4	Construction of permanent class rooms – EIE Project	1 block of 4 classrooms	Gudele West Primary School
5	Renovations of Classrooms – EIE Project	2 class rooms	Merekolong Primary School
6	Renovations of Classrooms – EIE Project	4 class rooms	Munuki Primary School



7	Renovations of Classrooms – EIE Project	2 class rooms	SDA Primary School
8	Construction of Semi-Permanent Classrooms – EIE Project	1 block with 2 classroom	Munuki Primary School
	Construction of Semi-Permanent Classrooms – EIE Project	1 block with 2 classroom	Gudele west Primary School

**Lot # 3: Construction of VIP Latrines**

	Construction of VIP latrine in Giada Girls and Giada Boys primary schools (3 & 4 stance) - BRES Project	2 Blocks (1 block of 3 stances and 1 block of 4 stances)	Giada Girls and Giada Boys
	Construction of VIP latrine and metallic hand washing facility - EIE Project	1 Blocks with 3 stances	SDA Primary School
	Construction of VIP latrine and metallic hand washing facility - EIE Project	2 Block with 3 stances	Rajaf Primary School

**Lot # 4: Construction of Kitchens**

1	Construction of Kitchen – BRES Proj	1 room	Giada Girls
2	Construction of Kitchen – BRES Proj	1 room	Giada Boys
3	Construction of Kitchen – BRES Proj	1 room	Libya 1
4	Construction of Kitchen – BRES Proj	1 room	Juba Na Bari
5	Construction of Kitchen – BRES Proj	1 room	Kworijik
6	Construction of Kitchen - BRES Proj	1 room	St. Mark
7	Construction of Kitchen & Store – EIE Project	1 room	Munuki Center
8	Construction of Kitchen & Store – EIE Project	1 room	SDA P Center
9	Construction of Kitchen & Store – EIE Project	1 room	Gudele West
10	Construction of Kitchen & Store – EIE Project	1 room	Rajaf Center
11	Construction of Kitchen & Store – EIE Project	1 room	YMCA Center
12	Construction of Kitchen & Store – EIE Project	1 room	Merekolong



<b>Lot # 5: Procurement of Dignity Kits</b>			
1A	Procurement of Dignity kits – BRES Project	1,500 Pieces	ADRA SS Office
1B	Procurement of Dignity Kits – EIE Project	1,305 Pieces	ADRA SS Office

### Submission of Bids

The tenders for all the above proposed activities must be delivered in two sealed envelopes. One envelope will have the financial bid documents separated for the following

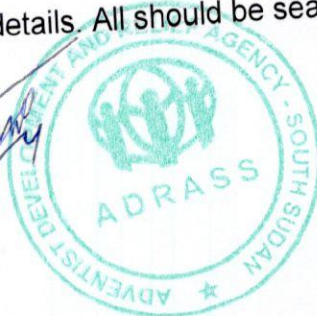
- Renovation of the Schools
- Construction of the kitchen
- Stationaries and
- Pit Latrines

**NOTE: The bidders for the School renovations should also quote for a temporarily Learning Space (2) blocks of 2 rooms comprise of this materials :-  
Iron sheet**

- Teak tree poles
- Bamboos supported by plastic sheets)

And the envelop for the technical and registration details. All should be sealed in one big envelope addressed to: -

Operations Manager  
ADRA South Sudan  
Munuki SDA Church Compound  
Off Kuwait Estate Road  
Juba, South Sudan



### Terms

Bidders should meet the following requirements before submitting tenders:

#### (a) Technical specifications

- Copy of company profile with full address of the company showing its office location in South Sudan and a complete list of administrative staff.
- A copy of renewed company registration certificate with the Government of South Sudan. Showing the latest stamp of renewal
- Valid operation license issued by the government of South Sudan
- At list of 3 three previous clients served in South Sudan
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- A detailed work schedule (length of period to successful completion the of work)

#### (b) Financial specifications

- A copy of valid Income tax certificate from the Ministry of Finance & Economic Planning.
- A complete priced Quotation in **USD** currency
- The last three (3) months Bank account statement from March, April and May 2018 from a recognized bank in South Sudan with current minimum balance

### **Closing Date**

The submission of the tender (BOQ or quotations) should not be later than 31<sup>st</sup> May, 2018 at 5:00 pm local time. Late submission will not be accepted. **Concerning construction work,** all willing companies should collect the specifications from ADRA SS, conduct an assessment and submit their finding to ADRA South Sudan office together with their bid documents. The tenders will be opened by ADRA Management and companies' representative will be called to witness the opening on agreed date. Only the selected companies will be contacted after bid opening.

For further clarification please come to ADRA South Sudan Office and you will be attended by the technical department.