

**QUOTATION REQUEST**

WE PRACTICE PROCUREMENT WITH INTEGRITY. DROP A LETTER IN THE TENDER BOX or EMAIL UNETHICAL BEHAVIOR TO [SouthSudanSealedBid@Samaritan.org](mailto:SouthSudanSealedBid@Samaritan.org) FOR CONFIDENTIAL REPORTING

| Category  | Position Title      | Date Submitted | Contact Number | Location |
|-----------|---------------------|----------------|----------------|----------|
| Juba Base | SP Tender Committee | 28-Sep-17      | email only     | Juba     |

| Item # | Qty | Unit | Item Description   | Unit Cost (USD) | Total Cost (USD) | COMMENTS   |
|--------|-----|------|--|-----------------|------------------|--|
| 1      | 24  |      | Offices  |                 |                  | including one sample drawing of a common office size.  |
| 2      | 38  |      | Resident Accomodation with private bathroom  |                 |                  | including one sample drawing of a common office size. Provide photos of room clearly identified.   |
| 3      | 4   |      | Resident Accomodation with private bathroom (preferred with kitchen/kitchenette)       |                 |                  | Submit floor plan of office and resident spaces available including one sample drawing of a common office size. Provide photos of room clearly identified. |
| 4      | 1   |      | Meeting or Conference hall for 80 persons  |                 |                  | Provide a list of features and dimensions in meters of each space  |
| 5      | 1   |      | Meeting or Conference hall for 30 persons  |                 |                  | Provide a list of features and dimensions in meters of each space  |
| 6      | 3   |      | Combination of Common Rooms and Rakuba for resident use only.                          |                 |                  | Provide a list of features and dimensions in meters of each space  |
| 7      | 1   |      | Dining Room or Rakuba for 80 persons   |                 |                  | Provide a list of features and dimensions in meters of each space  |
| 8      | 1   |      | Coffee Room  |                 |                  | each space   |
| 9      | 1   |      | Commercial Kitchen (preferred with appliances)   |                 |                  | labeled and identified to explain what the photo is showing)   |
| 10     | 1   |      | Parking area with capacity for 20 vehicles (both light and heavy)                      |                 |                  | Submit compound site plan clearly identifying structures   |
| 11     | 1   |      | Empty space to accommodate up to 10 (40ft) containers OR Warehouse of similar capacity |                 |                  | Submit all photos (format 2 photos per A4 page, clearly labeled and identified to explain what the photo is showing)                                       |
| 12     | 1   |      | Empty space for 20m x 40m rub hall with ability to access with 40T trucks              |                 |                  | Submit all photos (format 2 photos per A4 page, clearly labeled and identified to explain what the photo is showing)                                       |
| 13     | 1   |      | Workshop with Garage Pit for vehicle repair  |                 |                  | labeled and identified to explain what the photo is showing)   |
| 14     | 2   |      | Generators of good repair and Fuel tanks to accommodate all needs of the compound      |                 |                  | Submit KVA size and photos   |
| 15     |     |      | REQUIRED: Secure compound wall, guard houses, other security features                  |                 |                  | the compound. Explain the neighborhood, the neighbors, the proximity to certain areas, are the roads leading to all entrances of the office tarmac?        |
| 16     |     |      | REQUIRED: Outside spaces, rakubas, patios, garden areas, trees, etc                    |                 |                  | Submit all photos (format 2 photos per A4 page, clearly labeled and identified to explain what the photo is showing)                                       |
| 17     |     |      | Highlight other attractive features  |                 |                  | Provide description of the features  |
|        |     |      | TOTAL  | USD             |                  |  |

**POST ALL QUESTIONS RELATED TO THIS ON THE NGO FORUM TENDER ADVERTISEMENT COMMENTS SECTION**

|   |  |                                     |  |
|---|--|-------------------------------------|--|
| <b>Please Include:</b> <ul style="list-style-type: none"> <li>- Available as of what date?</li> <li>- Lump sum if entire compound</li> <li>- OR Unit price and total amount (ala carte)</li> <li>- Terms of payment</li> <li>- Quote validity (e.g. 30 days)</li> </ul> |  | <b>Stamp:</b>                       |  |
| <b>Company Name:</b>  |  |                                     |  |
| <b>Contact Name:</b>  |  |                                     |  |
| <b>Address:</b>   |  |                                     |  |
| <b>Cell Phone:</b>  |  |                                     |  |
| <b>Email:</b>   |  |                                     |  |
|   |  | <i>Authorized By: name and sign</i> |  |
|   |  | <i>Date</i>                         |  |