Franklin Graham *President*

**REQUEST FOR QUOTE NOTICE**

From: Samaritan’s Purse.

South Sudan, Hai Cinema next to

Quality Hotel, Old Juba Town Road.

E-mail: SouthSudanSealedBid@samaritan.org

Date: 9th March, 2016

**Subject:** Request for quotations for Agricultural Equipment

**Reference number:** SPSS/AKJU 11290/11294/2016

Samaritan’s Purse wishes to contract a legally recognized service provider (company) to procure and supply Duty free Agricultural tools as in the table below;

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **TYPE/MODEL** | **QTY** | **DETAILED SPECIFICATION** |
| 1234 | Hand Hoe with wood handle- Cock BrandSlashers with handle – Cock BrandPlastic Watering Cans - 7 Litre CapacityTransportation to Akuem, South Sudan | 3750 PCs3750 PCs2500 | Provide photoProvide photoWith Rain head, Provide photoAll necessary transport costs/permits |

**Manner of Submission**

Please submit your tender in accordance with the requirements detailed below,

* Either **By hand delivery** to Samaritan’s Purse Juba office, HAI CINEMA NEXT TO QUALITY HOTEL, JUBA TOWN ROAD in sealed enveloped clearly marked “SPSS/AKJU 11290/11294/2016 **Agricultural Tools combined for South Sudan“.**
* OR **By Email to the following address (Tender committee email):** **SouthSudanSealedBid@samaritan.org** with the email subject “SPSS/AKJU 11290/11294/2016 **Agricultural Tools combined for South Sudan**”

**Deadline for submission of bids is March 15th 2016 before 5:00pm.**

**Sealing and Marking of Bids**

The Bidder shall enclose the bid in a plain envelope securely sealed, the envelope shall:

-          Be addressed to the tender committee (see above e-mail address), Juba office

Bear the bid reference number SPSS/AKJU 11290/11294/2016 and subject of the bid **Agricultural Tools combined for South Sudan**

-          No other markings should be on the envelope.

-          The bidder will drop the envelope into a tender box located at the Samaritan’s Purse office reception and shall register the company and name of the person dropping the envelope.

If all envelopes are not sealed and marked as required, the tender committee will reject the bid during the review time.

**Bidders with questions regarding this notice should send them in writing to the email address :** PKinuthia@samaritan.org copying SouthSudanSealedBid@samaritan.org Responses will be posted to the

NGO Forum for all bidders.

**Your bid should clearly indicate the following:**

* Currency of offer -USD
* Net price after deduction of discounts:
* Number of days required for delivery to each location:
* Validity of the offer Should be min 60 days
* Detailed specifications (if different from stipulated specifications):
* Limitations.

**NOTE: Tax exemption and Duty free clearance will be facilitated by Samaritan’s Purse**

**Conditions of bidding:**

* Bids must be valid for minimum 60 days
* Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic  bank transfer.
* A reference list.
* Business Contact details including President/Owners of the company
* Samaritan’s Purse is not subject to VAT; therefore all offers should be exclusive of VAT costs.
* Deadline for submission of bids is **March 10th 2016** before **5:00pm**.
* NB: **No tender documents are to be requested from the office**. You only need to submit your quotation as instructed above.
* Should be legally registered company or agricultural supply dealer
* With a track record or experience of handling and supply agricultural tools
* Ability and capacity to supply the specified quantities above and deliver to Samaritan’s Purse Juba office or specified field location
* Knowledge of Agricultural tools, the modelsand field use
* If submitting in an EMAIL format, **only** bids submitted **solely** to **SouthSudanSealedBid@samaritan.org**will be accepted.
	+ Emailed Bids will be REJECTED if:
		- Another Samaritan’s Purse email is in copy
		- Submitted separately to any other party.
		- Any coercive behaviour is suspected.

**Terms & Conditions:**

* SAMARITAN’S PURSE accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their applications;
* Time of delivery is very important; the service provider should therefore indicate a reasonable time for delivering the vehicle and associated accessories, otherwise delay penalties will be strictly implemented and no time extension would be granted unless for reasons beyond the contractor’s control
* SAMARITAN’S PURSE reserves the right to award the most qualified service provider (contractor) regardless of the lowest price submitted;
* Payment is upon delivery and after preliminary verification of the items specified above; their functionality and originality.
* There will be 10% retention from the total contract value for One month. The retention will be paid back to the contractor at the end of the defect liability period
* SAMARITAN’S PURSE reserves the right to award to more than one bidder or to reject all applicants and cancel the solicitation at any time.

[www.samaritanspurse.org](http://www.samaritanspurse.org/)