

REQUEST FOR QUOTE NOTICE

Deadline for submission of bids **June 28th, 2019 before 05:00pm.**

From: Samaritan's Purse.
South Sudan, Hai Cinema next to
Quality Hotel, Old Juba Town Road.
E-mail: SouthSudanSealedBid@samaritan.org

Date: 20th June, 2019

Subject: Ministry PR JBB 41075 Architectural design and Drawings for Church construction in Maiwut.

Reference number: Ministry PR JBB 41075 Architectural design and Drawings for Church construction in Maiwut.
Samaritan's Purse wishes to contract a legally recognized service provider (company) for Architectural design and Drawings for Church construction in Maiwut

| Item # | Qty | Unit | Part # | Item Description | Unit Cost (USD) ONLY | Total Cost (USD) | Comment |
|--------|-----|------|--------|---|----------------------|------------------|--|
| 1 | 1 | 1 | | Architectural design and Drawings for Church construction in Maiwut. Rectangular in shape with dimensions of 15 by 25 Metres and a sitting capacity of 400 people. It should have extension meeting rooms and a steel structure roof support with no pillars in the middle. | | | Please indicate the estimated total cost for constructing a similar structure and attach sample work done by you before. |
| 2 | | | | Total | \$ | \$ | \$ |

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 "Architectural design and Drawings for Church construction in Maiwut".

OR By Email to the following address (Tender committee email): SouthSudanSealedBid@samaritan.org with the email subject "Architectural design and Drawings for Church construction in Maiwut"

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

“Architectural design and Drawings for Church construction in Maiwut”

and subject of the bid

- 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:

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 3 months
- 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 3 months
- Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic bank transfer.
- A reference list.
- Sign SP tender code of conduct and return it alongside quotations.
- 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 **June 28th 2019** 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
- With a track record or experience of providing sewer pumping, garbage removal or water supply services.
- Ability and capacity to supply the specified quantities above and deliver to Samaritan’s Purse Juba office or specified field location
- 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.