

9th November 2018

REQUEST FOR QUOTATIONS

RFQ No.	11527 /FCA -2018- 00108
Contracting Authority	Finn Church Aid (FCA) – South Sudan
Deadline for submission of bids	14 th November 2018 at 3:00pm

Fin Church Aid South Sudan (FCA) is launching a “Request for Quotations– sealed bids” for assorted project items for FCA programme in South Sudan. Total prices should be net after deduction of discounts. This form must be completed and returned together with the quotation. All quotations should be quoted in United States Dollar (USD)

Tenderers can bid for all the lots or selected lots depending on their capacity to deliver.

ITEM / LOT	DESCRIPTION	QUANTITY
LOT 1	Camp Supplies	Various
LOT 2	Camp Supplies and Visibility items	Various

S/N	Description of Supplies	Qty	Unit	Rate in USD	Total Amount	Remarks
LOT 1- Camp Supplies						
1	Yellow Beans 50kg	4	Sacks			
2	MCD Rice 50kg	3	Sacks			
3	Maize Flour 50kg	3	Sacks			
4	Wheat flour -50kg	4	Sacks			
5	Onions – 20kg	2	Sacks			
6	Cooking Oil – 20Litres	3	Cans			
7	Brown Sugar – 50kg	2	Sacks			
8	Tea bags – Lipton big box	2	Boxes			
9	Plastic cups - Coated	420	Pcs			
10	Serving Plates - Melamine	420	Pcs			
11	Big Size Saucepans	10	Pcs			
12	Medium Size Saucepans	10	Pcs			
13	Big Food Dishes (Food Warmers) - Metallic	10	Pcs			
14	Big Kettle	5	Pcs			
15	Thermos Flask - Vacuum (3 Litres)	5	Pcs			
16	Mineral Water 600ml	105	Cartons			
17	Assorted Sodas - Plastic bottle 600ml	71	Crates			
LOT 1 GRAND TOTAL AMOUNT						
LOT 2 – Camp Supplies and Visibility items						
1	3 Man tent	300	Pcs			
2	2” Mattresses	300	Pcs			
3	Banners printed with theme of conference 3mx1.5m	2	Pcs			
4	FCA green T-shirts – cotton (Sizes XXL=10, XL=50, L=300, M=140)	500	Pcs			
LOT 2 GRAND TOTAL AMOUNT						

Disclaimer: FCA South Sudan reserves the right to either amend or cancel this call without notice and shall accept no liability whatsoever as a result. The decision of the FCA South Sudan Procurement Review Committee shall be final.

Please complete the table below:

Quotation validity	
Delivery time (days)	
Payment terms e.g. Advance payment, After delivery	

Vendors to submit sealed bids to the address below;

Finn Church Aid (FCA)

Juba Na Bari, Bilpham Road, Behind Midan Rembo

Juba - South Sudan

For information on direction call: Tel: +211 924 173 956; or write to: Procurement.Ssuco@kua.fi

Tender Requirements 1.1

1. All prices must include applicable government taxes and delivery cost to FCA warehouse in Juba
2. The vendor shall provide fixed prices valid for at least 3 months
3. The above is to be accompanied by a vendor's proforma invoice
4. Your bid should contain a maximum of 15 pages inclusive of FCA tender dossier. Do not attach company profile at this stage.

Quotations Submission

1. Bids shall be delivered by hand to FCA office in the location mentioned above. by 3:00PM, Wednesday 14th November 2018. Late quotations beyond this date and time will **NOT** be accepted and considered. Quotaion documents must be clearly marked "11527 /FCA -2018- 00108"
2. Questions regarding this RFQ shall be sent in writing to email: Procurement.Ssuco@kua.fi before the deadline.
3. The procurement committee reserves the right to reject unsealed and incorrectly marked bids and bids from bidders that do not observe the tender requirements.

Tender Requirements 1.2

1. Bidders must attach copies of valid company registration documents as listed below:
 - a. Certificate of Incorporation from the Ministry of Justice including the renewal stamps.
 - b. Membership Certificate
 - c. Tax Identification Certificate
 - d. Most up to date Tax Clearance Certificate
 - e. Operation Licence from the State Ministry of Finance & Economic Development.
2. Evidence of having executed similar supplies in South Sudan and within the region.
3. This Invitation to Tender document and Instructions for tenderers must be completed and returned together with your quotation document.
4. Failure to provide or complete the documentations required may lead to disqualification.

Thank you,
FCA South Sudan Procurement Committee

Disclaimer: FCA South Sudan reserves the right to either amend or cancel this call without notice and shall accept no liability whatsoever as a result. The decision of the FCA South Sudan Procurement Review Committee shall be final.