**NOTICE FOR PREQUALIFICATION OF SUPPLIERS FOR 2019/2020**

VSF Suisse is an international Non-Governmental Organization, providing humanitarian aid and development assistance to pastoralists and vulnerable communities in areas where livestock is of importance. Interested and eligible firms are invited to submit their expression of interest to be included in VSF Suisse supplier catalogue for **January 2019 – December 2020.** Information on the categories is listed below:

**PROCUREMENT CATEGORIES**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Category** | **Reference Number #** | **Category Description** |
| 1 | Admin/Office Supplies | VSF-CH/01/19/20 | Supply of General Office Supplies |
| VSF-CH/02/19/20 | Printing and Supply of Visibility and Promotional Materials |
| VSF-CH/03/19/20 | Supply and repair of Office Equipment, furniture and Fittings |
| 2 | Information Technology | VSF-CH/04/19/20 | Supply of Computers, Printers, Networking & Other computer/Server parts/Software & Service and Repairs - Computer equipment |
| VSF-CH/05/19/20 | Supply of Communication Equipments and parts (HF/VHF Radio, Thuraya, V-Sat) service and Repairs - Communication equipment |
| VSF-CH/06/19/20 | Software/Web Development/IT Support services |
| 3 | Motor Vehicle/ Mechanical/ Fuel/ Spares | VSF-CH/07/19/20 | Supply of Automobile Tyres, Batteries and Other Accessories |
| VSF-CH/08/19/20 | Supply of Motor Fuel and Lubricants |
| 4 | Motor Bikes | VSF-CH/09/19/20 | Supply of Motor Bikes, Accessories and Repair parts |
| 5 | Veterinary Drugs & Equipments | VSF-CH/10/19/20 | Supply of Veterinary Drugs, Equipments & Vaccines |
| VSF-CH/11/19/20 | Supply of Cold Chain equipments - Fridges, Freezer, Cold Boxes, Vaccine Carriers |
| VSF-CH/12/19/20 | Supply of Dairy equipments/Supplies |
| 6 | Agricultural Equipments & Seeds | VSF-CH/13/19/20 | Agricultural Tools and Equipments |
| VSF-CH/14/19/20 | Seeds and Seedlings |
| 7 | Poultry, Poultry feeds and incubating Machines | VSF-CH/15/19/20 | Chicks and Incubating eggs |
| VSF-CH/16/19/20 | Incubating Machine, Poultry feeds and Feeding Equipments |
| 8 | Solar Equipments | VSF-CH/17/19/20 | Supply of Solar System and equipments |
| 9 | Generators | VSF-CH/18/19/20 | Supply of Generators and Parts |
| VSF-CH/19/19/20 | Repair of Generators and Parts |
| 10 | Transport/Logistics | VSF-CH/20/19/20 | Air Travel Agency services |
| VSF-CH/21/19/20 | Taxi Services |
| VSF-CH/22/19/20 | Clearing & Forwarding Agents |
| VSF-CH/23/19/20 | Transport Haulage & Car Hire |
| 11 | Construction Hard ware/Building Materials | VSF-CH/24/19/20 | Supply of General construction/Building Materials i.e. Cement, Nails, Glassware, Plumbing Materials, electrical materials, wood works, and Metal Works. |
|  |  |  |  |
| 12 | Financial service Providers | VSF-CH/25/19/20 | Cash transfer, Delivery & Distribution |
| Financial audit Provision |
| Insurance services – Motor, Medical & Others (good) |
| 13 | General Security Services Provider | VSF-CH/26/19/20 | CCTV installation, supply and maintenance of firefighting equipment |
| 14 | Legal/Litigation services | VSF-CH/27/19/20 | Legal service provision |
| 15 | Conference and accommodation Facility | VSF-CH/28/19/20 | Conference and accommodation Facility |
| 16 | Project Monitoring and Evaluation | VSF-CH/29/19/20 | Project Monitoring and Evaluation services |

Prequalification documents must be submitted in plain sealed envelopes clearly marked “**Prequalification of suppliers for 2019 – 2020”** with **category reference number** addressed to:

**THE CHAIRPERSON**

**TENDER COMMITTEE**

**VETERINAIRES SANS FRONTIERES- SUISSE**

**Hai Malakal, Plot no. 135 Block AX111,**

**Off Stadium road, Opposite the Old Cemetery, Juba, South Sudan**

**Office Tel: +211 (0) 924333535**

**E-Mail:** [**Office.Juba@vsf-suisse.org**](mailto:vsfsjuba@hotmail.com)

The prequalification documents can be obtained from the website: http://comms.southsudanngoforum.org/c/tenders

Expression of interest should be deposited in the tender box at VSF Suisse office during working hours (Monday to Friday) from **12th December, 2018** not later than **Monday, 7th January 2019** at **4.00pm.** The prequalification documents will be opened at VSF Suisse office on **16th January** **2019** at **11.00am** and can be witnessed by the applicants or their representatives.

VSF CH reserves the right to accept or reject the applications and is not obliged to assign reasons for its decision thereof. Any canvassing or late submission will lead to automatic disqualification.