

Malteser Hilfsdienst e. V., Malteser International, Erna-Scheffler-Str. 2, 51103 Cologne, Germany

**Malteser International
Country Coordination Office
Plot No: 445 Kololo Road 3k South
Tong Ping, Juba Town
South Sudan**

17 August 2022

**Request for Quotation
RFQ_YEI_2022-0021**

For repairs and services of Yamaha motorbike for 1-year framework agreement for Malteser International (MI) Office in Yei.

- A. Annex 1: Specification of Bidding
- B. Annex 2: Bill of Quantity

We look forward to receiving your quotations on **24 August 2022 at or before 4:00 pm** via E-mail to: mb.procurement-juba@malteser-international.org or in a sealed envelope to Malteser International in UNHCR Logistics Compound on Yei Lasu Road in Yei from auto mechanic workshops from Yei Town.

Please write in the Subject line of your email with quotation: **“RFQ_YEI_2022_0021 for repairs and services of Yamaha motorbike for 1-year FA”**

Thank you for your cooperation.

Yours faithfully,



Nermin Silajdzic
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A. SPECIFICATION OF BIDDING

Related to our advertised RFQ_YEI_2022_0021 MI herewith calls for quotations for repairs and services of Yamaha motorbike for 1-year framework agreement in Yei.

1. Description of the organization and its activities

Malteser International (MI) is the international humanitarian relief agency of the Sovereign Order of Malta. For over 60 years we provide relief and recovery for people during and following conflicts and disasters around the world. Christian values and humanitarian principles form the foundations of our work. In over 30 countries in Africa, the Americas, Asia and the Middle East, we support people in need – regardless of their religion, origin or political convictions.

Malteser International has been working in the geographic area of today's South Sudan since 1996. MI implements a multi-sectoral program including Food & Nutrition Security, Livelihoods, WASH, health and peaceful conflict resolution. This includes activities such as agricultural trainings, cash distributions, food for education and access to water, sanitation and hygiene. The program is aiming to increase its work with local partner organisations in order to optimise its sustainability. Furthermore, MI applies a participatory, gender sensitive and inclusive approach in its programming. As of today, MI maintains its country office in Juba while operating a program office in Wau and project offices in Uyujuke and Yei.

Objective of Request for Quotation: In accordance with the overall targets of above-mentioned operations, MI plans to order repairs and services of Yamaha motorbike for 1-year framework agreement in Yei.

The technical specifications and conditions of the quoting process are described below in the Specification of Quoting and in the Annex 2: Bill of Quantity which are part of this RFQ.

2. Quotation Presentation

The quotation shall be sent via E-mail to: mb.procurement-juba@malteser-international.org or in a sealed envelope to Malteser International in UNHCR Logistics Compound on Yei Lasu Road in Yei auto mechanic workshops from Yei Town.

The deadline for the delivery of the quotations is: 24 August 2022 at or before 4:00pm

- The quotation shall be written in English
- The envelope must state the following information:
 - Reference to the Request for Quotation
 - Address to which the quotation is being submitted (see above)
 - The words ***“Not to be opened before deadline”*** written in English
- The quotation should be valid for **30 days after the deadline**
- The format BoQ can be used or a separate one depending on supplier's choice.

3. General conditions

- The quotation shall be typed or written and signed on each page by the legal representative of the supplier,
- The winning company might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
- The prices of the quotation will be expressed in United States Dollars. The prices must be on unit price basis,
- The prices will be considered fixed whereas MI will not process Tax exemption. No additional change of whatsoever nature and type will be accepted by MI,

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- MI reserves the right to accept or reject all quotations depending on prevailing condition at the time.

4. Validity of quotations

Each company is bound to the quotation submitted for a period of 60 days from the deadline for submission of quotations.

5. Language of quotations

All quotations, official correspondence between companies and MI, as well as all documents associated with the request for quotation will be in English.

6. Submission of quotations

All quotations must conform to the following conditions:

- 6.1. Each quotation shall be submitted via E-mail to: **mb.procurement-juba@malteser-international.org** or in a sealed envelope to Malteser International in UNHCR Logistics Compound on Yei Lasu Road in Yei from auto mechanic workshops from Yei Town on 24 August 2022, at or before 04:00 pm.

7. Content of quotations

All submitted quotations must conform to the requirements mentioned in the RFQ. Furthermore, they must include the following documents:

Part 1 - Quotation: A quotation for repairs and services of Yamaha motorbike for 1-year framework agreement in Yei. The format BoQ can be used or a separate one depending on supplier's choice. Additional sheets may be attached for further details.

Part 2 - Legal documents

- Copy of the company's certificate of incorporation,
- Copy of Chamber of Commerce registration,
- Copy Tax Identification Certificate,
- Copy of Certificate of Operation,
- Company's Bank Statement of last three months (for May, Jun and July 2022),
- Company's official address,
- Company's phone numbers,
- Bank account details (where money would be paid),

8. Ownership of quotations

MI reserves/funds ownership of all quotations received. As a consequence, bidders will not be able to stipulate requirements that their quotations are to be returned.

9. Opening of submitted quotations.

The quotations will be opened on **24 August 2022** in MI Office in Yei, South Sudan, by the Evaluation Committee. The selection process will be recorded in writing by the Evaluation Committee.

10. Quotation evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications and quality standards, having an office in Yei, having an

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auto mechanical workshop with tools and equipment and store with spare parts and consumables in stock in Yei and the capacity to deliver.

11. Exclusion criteria

The following are exclusion criteria:

- Not submitted the following company registration documents in South Sudan:
- Copy of the company's certificate of incorporation,
- Copy of Chamber of Commerce registration,
- Copy Tax Identification Certificate,
- Copy of Certificate of Operation and
- Not bid according to the specification.

12. Bidders, who have not received any notification from MI one month after the deadline of the RFQ, should consider themselves unsuccessful in the procurement process.

13) Specific Technical and Financial Evaluation Criteria to standards:

- Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by evaluation committee,
- Framework agreement will directly be issued to the selected service provider upon approval.

14) Terms of payment

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

- Payment will be carried out monthly upon received invoices from the Contractor.

Annex 2: Bill of Quantity

For repairs and services of Yamaha motorbike for 1-year framework agreement in Yei.

No	Category	Units	Item Description	Part number	Unit Price USD
1	Motorbike Parts	Pcs	Cylinder head	36X - 11102 - 04	
2	Motorbike Parts	Pcs	Cylinder block	36X - 11310 - 00	
3	Motorbike Parts	Pcs	Crankshaft Assy	15A - 11400 - 00	
4	Motorbike Parts	Pcs	Starter motor Assy	4JG - 81890 - 00	
5	Motorbike Parts	Pcs	RR Hub	5TR - F5311 - 00	
6	Motorbike Parts	Pcs	FRT Hub	248 - 25111 - 10	
7	Motorbike Parts	Pcs	Hand brake lever no-1	4GX - 83912 - 00	
8	Motorbike Parts	Pcs	Clutch lever no-2	23X - 83922 - 01	
9	Motorbike Parts	Pcs	Alternator Assy	36X - 81410 - M1	
10	Motorbike Parts	Pcs	Spoke set	3V6 - 25104 - 00	
11	Motorbike Parts	Pcs	Kick crank Assy	36X - 15620 - 01	
12	Motorbike Parts	Pcs	RR Wheel sprocket	15A - 25454 - 11	
13	Motorbike Parts	Pcs	FRT Sprocket	93822 - 14043	
14	Motorbike Parts	Pcs	Diaphragm Assy	36X - 14940 - 00	
15	Motorbike Parts	Pcs	Ignition main switch	53C - 82510 - 00	

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16	Motorbike Parts	Pcs	Joint carburetor no-1	36X - 13586 - 01	
17	Motorbike Parts	Pcs	Cover oil filter	3GY - 13447 - 01	
18	Motorbike Parts	Pcs	Air cleaner	5HO - 15351 - 00	
19	Motorbike Parts	Pcs	Kick Axle Assy	36X - 15660 - 01	
20	Motorbike Parts	Pcs	Oil filter	5HO - 13440 - 09	
21	Motorbike Parts	Pcs	Piston	36X - 11631 - 00 - A0	
22	Motorbike Parts	Pcs	Piston ring	15A - 11603 - 00	
23	Motorbike Parts	Pcs	Piston connecting rod	15A - 11651 - 00	
24	Motorbike Parts	Pcs	Rectifier & regulator	18A - 81960 - 70	
25	Motorbike Parts	Pcs	Flasher relay Assy	36X - 83350 - 10	
26	Motorbike Parts	Pcs	C D I Unit Assy	12V - 85540 - 00	
27	Motorbike Parts	Pcs	FRT Brake shoe	4BE - W253E - 00	
28	Motorbike Parts	Pcs	RR Brake shoe	3FA - W253A - 00	
29	Motorbike Parts	Pcs	Timing chain	94580 - 41104	
30	Motorbike Parts	Pcs	Intake valve	5HO - 12111 - 02	
31	Motorbike Parts	Pcs	Outlet valve	5HO - 1212 - 01	
32	Motorbike Parts	Pcs	Cotter valve	4GO - 12118 - 00	
33	Motorbike Parts	Pcs	Rocker Arm valve	3GD - 12151 - 11	
34	Motorbike Parts	Pcs	Valve seal stem	5HO - 12119 - 00	
35	Motorbike Parts	Pcs	FRT Flasher light Assy no-2	36X - 83310 - 20	
36	Motorbike Parts	Pcs	Air cleaner	36X - 14451 - 00	
37	Motorbike Parts	Pcs	Head light	3M7 - 84130 - 00	
38	Motorbike Parts	Pcs	Head light unite	3M7 - 84110 - 00	
39	Motorbike Parts	Pcs	Head lamp spring reflector	195 - 84320 - 00	
40	Motorbike Parts	Pcs	tail light	36X - 84510 - 00	
41	Motorbike Parts	Pcs	Air cleaner seal	36X - 14458 - 00	
42	Motorbike Parts	Pcs	Carburetor Assy	36X - 14901 - 01	
43	Motorbike Parts	Pcs	Clutch hub	31G - 25366 - 00	
44	Motorbike Parts	Pcs	Pessure plate no-1	5HO - 16351 - 00	
45	Motorbike Parts	Pcs	Brake shoe plate	3TL - 25121 - 00 - 35	
46	Motorbike Parts	Pcs	Boss clutch	36X - 16371 - 00	
47	Motorbike Parts	Pcs	Friction plate	36X - 16321 - 00	
48	Motorbike Parts	Pcs	Chain guide no-2	5NO - 12241 - 00	
49	Motorbike Parts	Pcs	Chain guide no-1	5HO - 12231 - 00	
50	Motorbike Parts	Pcs	Retainer spring valve	4GO - 12117 - 00	
51	Motorbike Parts	Pcs	Spring valve inner	4GO - 12113 - 01	
52	Motorbike Parts	Pcs	Spring valve outer	4GO - 12114 - 01	
53	Motorbike Parts	Pcs	Cylinder block gasket	5VC - 11351 - 01	
54	Motorbike Parts	Pcs	Cylinder head gasket	1NU - 11181 - 00	
55	Motorbike Parts	Pcs	Muffler no-1	36X - 14711 - 01	

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56	Motorbike Parts	Pcs	Exhaust pipe no-1	36X - 14611 - 01	
57	Motorbike Parts	Pcs	RR Tube	3.25/3.50/4.10-18	
58	Motorbike Parts	Pcs	Bult [6v-17/5.3w]	122 - 84514 - 30	
59	Motorbike Parts	Pcs	Clutch cable	1RH - 26335 - 00	
60	Motorbike Parts	Pcs	Cable starter no-1	36X - 26331 - 00	
61	Motorbike Parts	Pcs	Cable throttle no-1	36X - 26311 - 01	
62	Motorbike Parts	Pcs	Brake cable	36X - 26341 - 01	
63	Motorbike Parts	Pcs	Brake rod	36X - 27231 - 00	
64	Motorbike Parts	Pcs	FRT LH Fork Assy	36X - 23102 - 10	
65	Motorbike Parts	Pcs	FRT RH Fork Assy	36X - 23103 - 10	
66	Motorbike Parts	Pcs	Cable decompression	36X - 12292 - 00	
67	Motorbike Parts	Pcs	Oil seal	93102 - 47297	
68	Motorbike Parts	Pcs	Oil seal	93106 - 26005	
69	Motorbike Parts	Pcs	Oil seal	93102 - 18008	
70	Motorbike Parts	Pcs	Oil seal	93105 - 47007	
71	Motorbike Parts	Pcs	Oil seal	93104 - 22018	
72	Motorbike Parts	Pcs	O-ring	93210 - 72529	
73	Motorbike Parts	Pcs	Retainer ball bearing	22F - 2341E - 00	
74	Motorbike Parts	Pcs	Retainer ball bearing	156 - 2341E - 00	
75	Motorbike Parts	Pcs	Bearing	93306 - 30101	
76	Motorbike Parts	Pcs	Rocker shaft	5HO - 12146 - 00	
77	Motorbike Parts	Pcs	Rocker shaft no-2	5HO - 12156 - 00	
78	Motorbike Parts	Pcs	Spark plug	94701 - 00333	
79	Motorbike Parts	Pcs	Driving chain	9Y580 - 88121	
80	Motorbike Parts	Pcs	HUB Dush oil seal	5VH - F5321 - 10	
81	Motorbike Parts	Pcs	Bearing	93306 - 30443	
82	Motorbike Parts	Pcs	Screw valve adjusting	2NX - 12159 - 00	
83	Motorbike Parts	Pcs	Fuel Tank Assy	36x - 24110 - 02	
84	Motorbike Parts	Pcs	Center case gasket	4BE - 15462 - 00	
85	Motorbike Parts	Pcs	Pin Dowel	99530 - 1406	
86	Motorbike Parts	Pcs	Camshaft	36X - 12171 - 00	
87	Motorbike Parts	Pcs	Tensioner	3GC - 12241 - 00	
88	Motorbike Parts	Pcs	Oil pump	5HO - 13300 - 02	
89	Motorbike Parts	Pcs	Oil seal	93102 - 2004	
90	Motorbike Parts	Pcs	O - Ring	93210 - 34175	
91	Motorbike Parts	Pcs	Exhaust Gasket	4BE - 14613 - 00	
92	Motorbike Parts	Pcs	Starter Clutch outer	4H7 - 15580 - 10	
93	Motorbike Parts	Pcs	Primary Drive Gear	36X - 16150 - 00	
94	Motorbike Parts	Pcs	Plate Friction	537 - 16321 - 00	
95	Motorbike Parts	Pcs	Clutch Plate No-1	137 - 16324 - 00	
96	Motorbike Parts	Pcs	Spring Clutch Boss	1KH - 16383 - 00	

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97	Motorbike Parts	Pcs	Oil Strainer	51Y - 13411 - 00	
98	Motorbike Parts	Pcs	O -Ring	93210 - 347A1	
99	Motorbike Parts	Pcs	Bolt Flange	90105 - 08195	
100	Motorbike Parts	Pcs	Bolt	901317 - 06018	
101	Motorbike Parts	Pcs	Washer Plate	90201 - 08609	
102	Motorbike Parts	Pcs	Pin Dowel	99530 - 14016	
103	Motorbike Parts	Pcs	Washer Plate	90201 - 201E4	
104	Motorbike Parts	PP	Boss Muffler	5H0- 11496 - 00	
105	Motorbike Parts	Pcs	Circlip	93450 - 17044	
106	Motorbike Parts	Pcs	Washer Lock	90216 - 14205	
107	Motorbike Parts	Pcs	Pin Dowel	93605 - 10090	
108	Motorbike Parts	Pcs	Nut	90170 - 14284	
109	Motorbike Parts	Pcs	Absorber No-2	15A - 11162 - 00	
110	Motorbike Parts	PP	Absorber No-2	5H0- 11162 - 00	
111	Motorbike Parts	Pcs	Absorber No-1	15A - 11161 - 00	
112	Motorbike Parts	Pcs	O-ring	93210 - 13361	
113	Motorbike Parts	Pcs	Bearing	93310 - 530J3	
114	Motorbike Parts	Pcs	Piston Pin	15A - 11633 - 00	
115	Motorbike Parts	Pcs	pin Crank No-1	5H0 - 11681 - 00	
116	Motorbike Parts	Pcs	Spring Compression	90501 - 07629	
117	Motorbike Parts	Pcs	Joint Air Cleaner No-1	36X - 14453 - 00	
118	Motorbike Parts	Pcs	Cap Cleaner Case No-1	36X - 14412 - 00	
119	Motorbike Parts	Pcs	Seal	36X - 14452 - 00	
120	Motorbike Parts	Pcs	Plate Element Fitting	36X - 14468 - 00	
121	Motorbike Parts	Pcs	Pin Dowel	99530 - 12016	
122	Motorbike Parts	Pcs	Bolt Flange	95027 - 06030	
123	Motorbike Parts	Pcs	Bolt Flange	95027 - 06040	
124	Motorbike Parts	Pcs	Bolt Flange	95027 - 06080	
125	Motorbike Parts	Pcs	Collar	90387 - 125F1	
126	Motorbike Parts	Pcs	Oil plug	3Y1 - 15363 - 00	
127	Motorbike Parts	Pcs	Oil plug O-ring	93210 - 19123	

Estimated repairs and services of Yamaha motorbike to be ordered for 1-year framework agreements is approximately 500 USD.

On behalf of Malteser International:

Date: 17 August 2022

Yours faithfully,



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