



TOCH- South Sudan Juba Head Office,  
Plot No. 763, Referendum Block C,  
Bilpham-Mangateen Road, Opposite  
St. Lawrence Academy-Primary Complex  
P.O. Box 351, Juba, South Sudan.  
Email: [info@toch-ss.org](mailto:info@toch-ss.org) Website:  
[www.toch-ss.org](http://www.toch-ss.org)  
Office Line +211920492515  
Tel: +211 920066778/WhatsApp +21191555415  
19<sup>th</sup> December 2025

## CALL FOR EXPRESSION OF INTEREST FOR SUPPLIER PREQUALIFICATION IN WARRAP, LAKES, WESTERN BAHR EL GHAZAL & NORTHERN BAHR EL GHAZAL AND CENTRAL EQUATORIA STATES AND ABYIEI ADMINISTRATIVE AREA, REPUBLIC OF SOUTH SUDAN

### Background

The Organization for Children's Harmony (TOCH) South Sudan is national nongovernmental organization, humanitarian, development and advocacy organization, dedicated to working with and for children, women, their families and the entire communities to achieve a just, peaceful and prosperous community. TOCH was formed in 2008 when a group of concerned youths came together to discuss the rise of communal violence and subsequent insecurity issues affecting children, youth and women. TOCH is legally registered by the South Sudan Ministry of Justice (Reg. No.1115) as well as with the South Sudan Relief and Rehabilitation Commission (Reg. No. 339).

TOCH South Sudan work in partnership with the Government of the Republic of South Sudan, UN agencies, INGOs, Local NGOs, CSOs, Private Sector, CSOs, FBOs and Local Community Groups in the implementation of their interventions. The organization supports projects in six thematic areas of Peace building and Rural Governance, Food Security and Livelihoods (FSL), Protection (CP & GBV), WASH, Education and Life-skills Development and Health (Reproductive health and Nutrition).

TOCH is currently present in four states and 1 administrative area of South Sudan (i.e. **Warrap, Lakes, Western Bahr El Ghazal & Northern Bahr El Ghazal and Central Equatoria states and Abyei administrative area, Republic of South Sudan** with

### Objectives for the call for supplier pre-qualification exercise

TOCH South Sudan is seeking to prequalify suppliers across various regions/states of operation, namely **Warrap, Lakes, Western Bahr El Ghazal & Northern Bahr El Ghazal and Central Equatoria states and the Abyei administrative area**. This exercise aims to onboard suppliers that meet the required standards of quality, reliability, and compliance for the supply of goods, works, and services.

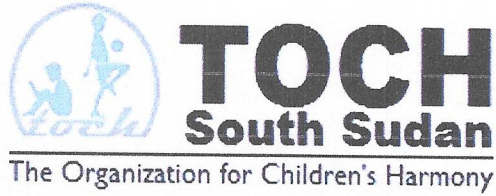
### Scope/Categories of Work

Interested companies are required to apply by providing documentation that demonstrates their ability to deliver the following categories:

- Agricultural Inputs and Products (Seeds, Tools, veterinary supplies, Fertilizers, Equipment, etc.)
- Health Products and Supplies
- Household, Shelter, Dignity Kits, and Relief Supplies

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- School supplies, furniture, and clothing
- Office Supplies and Stationery
- Construction Works and Materials
- Power Generation: Generator batteries, generators, power equipment's and others, solar equipment
- WASH Supplies and Services (Water Systems, Sanitation Materials, Drilling, etc.)
- ICT Equipment and Accessories
- Transport and Vehicle Hire Services/air travel reservation
- Fuel (Petrol, Diesel, Engine oil, and other lubricants)
- Food and Non-Food Items
- Hotel, Catering, and Conference Services
- Printing and Branding Services
- Other Specialized General Goods and Services
- Third-party Monitoring service, Baseline and assessments, capacity building services, and audit services
- Provision of financial services (e.g cash delivery to field sites, etc)

**All applicants are encouraged to clearly indicate the category (s) and region(s) they are applying for: Each company can apply for a maximum of 2 categories and 2 regions.**

#### **Eligibility**

An Applicant is eligible to participate in this EOI if they possess:

- Valid Certificate of Incorporation
- Valid Tax Clearance Certificate
- Valid License of Operations
- Valid Certificate of Commerce
- Valid licence with the Department of Civil Works, where applicable

#### **Evaluation Criteria**

Interested Applicants must provide the following documents for evaluation:

- a) Company Profile indicating business background, ownership, and key personnel
- b) Physical address and contact details (phone, email, office location)
- c) Valid certificate of Incorporation and Business Registration
- d) Certificate of registration with the Public Works or the appropriate authority

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- e) Tax Clearance/Compliance Certificate
- f) Evidence of similar work or supplies executed (Completion Certificates, Delivery notes required)
- g) Certified Bank statement for the most recent six months
- h) Audited books of accounts for the last 3 immediate years

#### Application Submission

- Qualified Companies/Firms that are locally registered, field-based, or have a local presence/office in the location of interest are requested to apply with all required documents as stated through the dedicated email address [tenders@toch-ss.org](mailto:tenders@toch-ss.org) **no later than 5:00 pm Juba time on Monday, 15<sup>th</sup> January 2026.**
- Applications received after the above deadline will not be considered.
- Documents sent by hand delivery must be sealed and correctly labelled, and stamped.
- Each Applicant can apply for a maximum of 3 categories in at least regions.
- For any enquiry regarding this EOI, please send an email to [william.wek@toch-ss.org](mailto:william.wek@toch-ss.org) with a copy to [marko.mayar@toch-ss.org](mailto:marko.mayar@toch-ss.org)

#### NB:

- Please note that this procurement process is being conducted through Provision, which is the online tendering system of TOCH South Sudan. Prequalified Suppliers from this EOI will be onboarded on the TOCH Supplier database/list for the period of two years from 1<sup>st</sup> January 2026 to 31<sup>st</sup> December 2027, and the organization will only deal with the suppliers, firms and companies that are registered with TOCH South Sudan. **The application forms can be collected at the TOCH's various field offices in Juba, Kuajok, Wau, Tonj North, Tonj South and Rumbek offices. However, for those companies who are familiar with the online tendering process, offload, fill and share the updated information through the [tenders@toch-ss.org](mailto:tenders@toch-ss.org) or on the email provided above.**
- Submission of an EOI does not guarantee selection or award of a contract.
- Only successfully prequalified suppliers will be invited to participate in future tenders or RFQs.
- TOCH South Sudan reserves the right to accept or reject any application without assigning reasons.



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