

Annex 4

READVERTISEMENT: INVITATION TO TENDER FOR PROVISION OF CIVIL WORKS

Date of issue:	20/02/2023
Tender no.:	FCA/SSUCO003/2023
Contract title:	Renovation Works
Closing date:	14th March 2023 at 10:00 AM
Tender opening: in Juba.	14th March 2023 @ 10:30 AM
Contracting authority:	Finn Church Aid, South Sudan Country Office. Procurement Office E-Mail: Procurement.Ssuco@kua.fi
Location for tender opening	FCA Office in Juba Na Bari, Opposite Nile Fortune Hotel

FCA with funding from the RSRTF is launching a “Tender” and invites potential construction companies to complete the construction of the boys’ and girls’ dormitories at Yei Vocational Training Institute (YVTC) – Yei River County.

Yei Vocational Training Institute – Yei River County is one of the specialized technical and vocational schools under the State Ministry of General Education and Instruction, Central Equatoria, South Sudan. Before the recent crisis broke out in 2016, YVTC was constructing 23.85m x 6.3m boys’ and girls’ dormitories and as a result its completion got affected due to security. It is on this background that FCA invites reputable and potential construction companies to present bids for the completion of the pending construction works. The Vocational training institute will be used for skills training of youths to enhance their livelihood through employment after completion of the training.

A.1. Scope of Civil Works:

ITEM / LOT	DESCRIPTION	QUANTITY
1	Preliminaries and Mobilisation of materials (construction material and material transport cost)	Lump sum
2	Civil works for completion of 2 Blocks with 4 rooms (Boys and Girls Dormitory) i.e. – Fabrication and installation of windows and doors, screeding of damaged floors, repairing cracks on the walls including the apron and re-painting of the two blocks both internally and externally and workshop blocks, plastering, screeding, ceiling and fixing plumbing connections.	2 Blocks

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ITEM/LOT:

- Civil Works** – Completion of two dormitories at Yei Vocational Training Institute – Yei River County. **(Pictures of the blocks are attached separately)**

A.1. Bill of Quantity

S/N	Description of Work	Quantity	Unit	Unit Cost (USD)	Total Cost (USD)	Remarks
PROPOSED COMPLETION OF (23.85m x 6.3m) YEI VOCATION BOYS' DORMITORY AT YEI VOCATIONAL COMPOUND						
1	ELEMENT NO. 1: SUBSTRUCTURE (ALL PROVISIONAL)			N/A	N/A	
A	Preliminaries			N/A	N/A	
i	Mobilization of materials and manpower	1	Ls			
ii	Removal and cleaning of site of materials that are in the rooms	1	Ls			
B	Ramp construction. Casting a well sloped Ramp, (actual slope to be determined on site) 1000mm wide and 2500mm length at all the main entrance using 1:2:4 plain concrete 100mm thick on well-constructed walls out of bricks of recommended strength and including hand Railings (3m³)			N/A	N/A	
i	Bricks (0.24m x 0.1m x 0.15m medium)	150	Pcs			
ii	Cement	9	Bags			
iii	River sand	0.42	M ³			
iv	Aggregates	0.864	M ³			
v	32mm Ø HS bars	12	Pcs			
Vi	16mm x 16mm HS bars	12	Pcs			
vii	Oil Paint	6	Liters			
C	Sawn Formwork to:-			N/A	N/A	
i	Ramp edges size 1200mm x 2400mm	1	Pc			
ii	Cement and sand (1:3) Plastering to Build Approne	59.7	M ²			
lii	Cement	7	Bags			

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iv	River Sand	0.752	M ³			
2	ELEMENT NO 2: ROOF COVERINGS INCLUDING RAIN WATER GOODS AND CONSTRUCTION			N/A	N/A	
i	1" x 10" fascia Board 4000mm long fixed to rafters and purlins with 4" nails	65.9	M			
D	Ceiling Work			N/A	N/A	
	All works shall include supply of materials and painting with three coats of white emulsion paints. Supply and construction of ceiling out of 50mm X 100mm as the ceiling Joist the main frame and the noggings of 50mm x 50mm, expanded wire and casted with 1:3 cement sand mortar (137.7m²)			N/A	N/A	
i	Ceiling board	64	Pcs			
li	Timber Members 50mm x 75mm	115	Pcs			
lii	Assorted Nails (3" 4" 5")	15	Kg			
iv	Hoop Irons	2	Roll			
E	Rainwater goods			N/A	N/A	
i	Plastic rain water gutter 150mm wide, 300mm deep internally including accessories for fixing brackets	47.7	M			
ii	Extraover for 100mm diameter rain water outlet	2	No			
iii	Ditto for stopped ends	4	No			
iv	100 mm diameter PVC rain water pipe	2	M			
v	down pipe fixed to wall cladding with holderbats.	20	M			
F	Painting			N/A	N/A	
	Prepare and apply three coats of oil paint on surface of facia board and baeges board of 5.7M ²			N/A	N/A	
i	Oil Paint	4	Liters			
ii	Painting Brush 4"	4	Brush			
G	Down Pipes			N/A	N/A	
i	Ditto on large PVC pipes over 55 but not exceeding 110mm daimeter	2	M			

ii	Plastic Paint	2	liters			
iii	Painting Brush 4"	2	Pcs			
3	ELEMENT NO. 3: DOORS & WINDOWS			N/A	N/A	
H	Steel Doors			N/A	N/A	
i	Steel casement doors size 900mm wide x 2000mm high with vents	3	No/Pcs			
	Glazed Windows			N/A	N/A	
ii	Steel frame and Glazed Windows size 1000mm x 1200mm with vents	9	No/Pcs			
4	ELEMENT NO 4: FLOOR, INTERNAL AND EXTERNAL FINISHINGS			N/A	N/A	
I	Floor: Cement and sand (1:3) screed 25mm thick floor finished smooth with cement grout using steel float, total area 136.08m²			N/A	N/A	
i	Cement	35	Bags			
ii	Sand	12	M ³			
	Element No 4 Total Amount (F)			N/A	N/A	
J	Plaster Finish using Cement Sand Motor (1:3) to:-			N/A	N/A	
	Internal walls Walls of 226.08m ²					
i	Cement	27	Bags			
ii	Sand	2.84	M ³			
K	External Walls			N/A	N/A	
	Plastering using Sand Cement Mortor (1:3) and well finished to receive paint material (162.9m²)			N/A	N/A	
i	Cement	19	Bags			
ii	Sand	2.05	M ³			
L	Painting			N/A	N/A	
	Prepare and apply three coats of silk vinyl Paint on:-			N/A	N/A	
	Plastered walls (internal and external totaling to 226.08m²)			N/A	N/A	
i	One coat of Plasco Under coat	95	Liters			
ii	three Coats of Silk Vinyl Paint of approved Colour	283	Liters			

iii	Filler	5	Kgs			
iv	Sand Paper	2	M			
v	Skirting using a selected colour of oil paint	16	Liters			
M	Prepare and apply single coat of Plasco Under coat and Three coats of weather guard Plasco Paint on:-			N/A	N/A	
	Prepared external surfaces of the wall of 162.9m ²					
i	Single Coat plasco under coat	68	Liters			
ii	Three Coats of Plasco weather guard paint	204	Liters			
iii	Skirting using a selected colour of oil paint	16	Liters			
5	ELEMENT NO. 5: RAIN WATER HARVESTING INSTALLATIONS AND ELECTRICAL INSTALLATION			N/A	N/A	
N	Supply, Construct (1:4 mortar mix) and install a 5000l tank plastic tank on well constructed base with all the plumbing accessories (1 item)			N/A	N/A	
i	Storage tank (5000l)	1	Pcs			
ii	Assorted Plumbing fittings	1	Item			
iii	Cement	15	Bags			
iv	bricks	500	Pcs			
v	Sand	3.16	M ³			
O	Electrical works			N/A	N/A	
i	Supply and installation of 300W SOLAR Modules	1	Pcs			
ii	Supply and installation of 100AH BATTERIES	1	Pcs			
iii	Supply and installation of 600W 24V inverter	1	Pcs			
iv	Fluorescent Tubes (Medium size)	2	Pcs			
v	Electric Cable (2.5 England)	1	Roll			
vi	Assorted installation accessories (Switch, Socket, etc)	1	Item			
6	ELEMENT NO 6: LABOUR, TRANSPORT WATER AND			N/A	N/A	

	MISC					
ii	Labour Cost	1	Lot			
iii	Misc. of material cost	1	Lot			
iv	Transport Cost	1	Lot			
v	Water	1	Lot			
GRAND TOTAL AMOUNT FOR THE BOYS' DORMITORY						
PROPOSED COMPLETION OF (12.03m x 5.5m) GIRLS' DORMITORY AT YEI VOCATIONAL COMPOUND						
	SUBSTRUCTURE (ALL PROVISIONAL)			N/A	N/A	
A	Preliminaries			N/A	N/A	
i	Mobilisation of Materials and man power	1	Ls			
ii	Removal and cleaning of site of materials that are in the rooms	1	Ls			
B	Ramp construction			N/A	N/A	
	Construction and Casting of a well sloped Ramp, (actual slope to be determined on site) 1000mm wide and 2500mm length at all the main entrance using 1:2:4 plain concrete 100mm thick on well constructed stretcher wall bedded with 1:4 Cement Sand mortar including Raillings, 1M ³			N/A	N/A	
i	Bricks (0.24m x 0.1m x 0.15m medium)	50	Pcs			
ii	Cement	3	Bags			
iii	River sand	0.14	M ³			
iv	Aggregates	0.25	M ³			
v	32mm Ø HS bars	4	Pcs			
vi	16mm x 16mm HS bars	4	Pcs			
vii	Oil Paint	2	Liters			
C	Sawn Formwork to:-			N/A	N/A	

i	Ramp edges size 1200mm x 2400mm					
D	Cement and sand (1:3) Plastering to Build Aprone			N/A	N/A	
i	Cement					
ii	River Sand					
	ROOF COVERINGS INCLUDING RAIN WATER GOODS AND CONSTRUCTION			N/A	N/A	
E	1" x 10" fascia Board 4000mm long fixed to rafters and purlins with 4"	20	M			
F	Ceiling Work			N/A	N/A	
	All works shall include supply of materials labour and painting with three coats of white emulsion paints. Supply and construction of ceiling out of 50mm X 100mm as the ceiling Joist the main frame and the noggings of 50mm x 50mm (66.165M²)			N/A	N/A	
i	Ceiling board	20	Pcs			
ii	Timber Members 50mm x 100mm	30	Pcs			
iii	Assorted Nails	8	Kg			
iv	Hoof Irons	1	Roll			
G	Rain water goods			N/A	N/A	
i	Plastic rain water gutter 150mm wide, 300mm deep internally including accessories for fixing brackets	24.06	M			
ii	Extraover for 100mm diameter rain water outlet	1	No.			
iii	Ditto for stopped ends	4	No.			
iv	100 mm diameter PVC rain water pipe	2	M			
v	down pipe fixed to wall cladding with holderbats.	5	M			
	Painting			N/A	N/A	
i	Prepare and apply three coats of oil paint on surface of fascia board and baeges board	3.4	M ²			

ii	Oil Paint	2	Liters			
iii	Painting Brush 4"	2	Brush			
	Down Pipes			N/A	N/A	
i	Ditto on large PVC pipes over 55 but not exceeding 110mm diameter					
ii	Plastic Paint					
iii	Painting Brush 4"					
	DOORS & WINDOWS			N/A	N/A	
H	Steel Doors			N/A	N/A	
i	Steel casement doors size 900mm wide x 2000mm high with vents	2	No			
I	Glazed Windows			N/A	N/A	
i	Steel frame and glazed Windows size 1000mm x 1.200mm with vents	2	No.			
ii	Steel fram and glazed Windows size 1800mm x 1200mm with vents	2	No.			
	FLOOR, INTERNAL AND EXTERNAL FINISHINGS			N/A	N/A	
I	External Walls			N/A	N/A	
	Plastering using Sand Cement Mortor (1:3) and well finished by coloured rough cast of 75M²			N/A	N/A	
i	Cement	9	Bags			
ii	Sand	0.945	M ³			
J	Prepare and apply three coats of silk vinyl Paint on:-			N/A	N/A	
i	Plastered walls (internal)	97.68	M ²			
ii	One coat of Plasco Under coat	25	Liters			
iii	three Coats of Silk Vinyl Paint of approved Colour	75	Liters			
iv	Filler	2	Kgs			

v	Sand Paper	1	M			
vi	Skirting using a selected colour of oil paint	4	Liters			
K	Prepare and apply single coat of Plasco Under coat and Three coats of weather guard Plasco Paint on:-			N/A	N/A	
i	Prepared external surfaces of the wall	88.8	M ²			
ii	Single Coat plasco under coat	25	Liters			
iii	Three Coats of Plasco weather guard paint	80	Liters			
iv	Skirting using a selected colour of oil paint	4	Liters			
	RAIN WATER HARVESTING INSTALLATIONS AND ELECTRICAL INSTALLATION			N/A	N/A	
	Supply, Construct (1:4 mortar mix) and install a 5000l tank plastic tank on well constructed base with all the plumbing assessories (1 item)			N/A	N/A	
i	Storage tank (5000l)	1	Pcs			
ii	Assorted Plumbing fittings	1	Item			
iii	Cement	10	Bags			
iv	bricks	350	Pcs			
v	Sand	0.7	M ³			
	Include a provissional sum of One Thousand Two Hundred for Electrical works as valued by the Electrical Engineer (1 item)			N/A	N/A	
i	Supply and installation of 2 X 300W SOLAR Modules	1	Pcs			
ii	Supply and installation of 2 X 100AH Batteries	1	Pcs			
iii	Supply and inslallation of 600W 24V invertor	1	Pcs			
iv	Fluorescent Tubes (Mediam size)	2	Pcs			
v	Electric Cable (2.5 England)	0.5	Roll			
vi	Include assorted installation accessories (Switch, Socket, etc)	1	Item			
	LABOUR, TRANSPORT WATER AND			N/A	N/A	

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	MISC					
i	Misc. of material cost					
ii	Transport Cost					
iii	Water					
iv	Labour					
	GRAND TOTAL AMOUNT FOR GIRLS' DORMITORY					

Bidders to submit bids to the address below; -

Finn Church Aid (FCA)

Juba Na Bari – Turkish Embassy – UNESCO road, Opposite Nile Fortune Hotel

Juba - South Sudan

Tel: +211 924 173 956

Or

Finn Church Aid (FCA)

Yei Field Office- Located at ECSS Guesthouse compound, Hai Mission Road

Tel: +211 925 740 255

Or

Send via email to Procurement.Ssuco@kua.fi.

For all site visits please contact +211 925 740 255

Note:

1. All prices must include applicable government taxes, transportation and delivery cost to Yei Vocational Training Institute - Yei County.
2. The bidder shall provide fixed prices for the duration of a contract period of 12 months from the date of bid submission.
3. **NB: To be accompanied by a proforma invoice.**

A.2. Bidding will be conducted through an open tender procedure.

1. The tender is for FCA project in Yei, an intervention supported by RSRTF-CES ABP program, a project implemented in consortium with IOM, SPEDP, WPDI, and CEPO.
2. All logistics, handling and transportation of the construction material from the location of origin to Yei Vocational Training Institute is the responsibility of the contractor.

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3. The tenderer must have a valid registration and permanent office which is verifiable in South Sudan.
4. All bid prices shall be quoted in USD only.

A.3. TENDER SUBMISSION

1. Bids shall be delivered by hand to FCA offices in the locations mentioned above or send via email to Procurement.Ssuco@kua.fi. Bids submitted by hand delivery must be registered in the bids/tender’s submission register.
2. All bids in English language only must be delivered or sent to FCA office at the above-mentioned addresses by 4:00 PM, Tuesday 14th March 2023. Late bids beyond this date and time will **NOT** be considered. Bid documents must be clearly marked “Invitation to Tender – **FCA – RENOVATION WORKS - YEI VOCATIONAL TRAINING INSTITUTE - YEI COUNTY - FCA/SSUCO003/2023.**”
3. Questions regarding this tender shall be sent in writing to email Procurement.Ssuco@kua.fi before the deadline. Tenderers are not allowed to approach the Contracting Authority for oral clarification about this call.
4. **Bids opening will take place in Juba on Tuesday 14th March 2023 at 10.30 AM by on the Procurement Committee.**

A.4. Eligibility Criteria

Bidders must attach copies of valid company registration documents as listed below.

#	Eligibility Criteria	Document Required
1	Valid registration of business/company in South Sudan Valid Certificate of Incorporation or equivalent	Certificate of Incorporation from the Ministry of Justice including the renewal stamps at the back page of the certificate. Failure to attach the back page with valid renewals will lead to disqualification of your bid.
2	Valid Membership Certificate	Membership Certificate from Ministry of Chambers and Commerce
3	Valid Operation Licence	Operation Licence from the State Ministry of Finance & Economic Development
4	Tax identification	Tax Identification Certificate from Ministry of Finance and Taxation or the South Sudan Revenue Authority
5	Valid tax clearance certificate	Tax Clearance Certificate from the Ministry of Finance and Taxation or the South Sudan Revenue Authority

Bids that do not meet the minimum requirements or submit all of the documents requested as outlined under sections A.9. and A.10. will be disqualified. Please do not submit your bid if it does not meet the minimum requirements in the table above.

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A.5. Evaluation Criteria (comparison criteria):

The committee shall undertake selection process based on the following parameters:

#	Evaluation Criteria	Weight	Scoring Method & documents required
1	Price	60%	Comparison between the total values of each offer per block. Lowest bidder receives full score (60). The score of other candidates is calculated in relation to the lowest bid amount. Formula: (lowest offer/tenderer's offered value) * 60
2	Availability and feasible estimated completion time frame. Completion of the entire renovation works is required preferably within 30 calendar days upon issuance of Purchase Order/Contract.	10%	If the Tenderer is able to complete the renovation works within 30 calendar days, they will receive full score (10), above 30 calendar days the bidder will receive 0 points. If the tenderer is unable to complete the renovation works within the maximum of 30 calendar days, the tenderer must submit a schedule proposal. In that case, the Tenderer will receive 0 points.
3	Demonstrated previous experience in civil works specifically in Central Equatoria counties of Yei and Kajo Keji for the period between October 2019 to January 2023	30%	Maximum of 3 Purchase Orders/Contracts above 5,000 USD and 3 completion certificates for similar civil works 10 points for each delivery note. Full score 30.

This Invitation to Tender document and Instructions for tenderers document must be completed and returned together with your quotation document.

Thank you,

FCA South Sudan Procurement Committee

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INVITATION TO TENDER FOR PROVISION OF CIVIL WORKS

Date of issue:	20/02/2023
Tender no.:	FCA/SSUCO003/2023
Contract title:	Renovation Works
Closing date:	14th March 2023 at 10:00 AM
Tender opening: In Juba.	14th March 2023 @ 10:30 AM.
Contracting authority:	Finn Church Aid, South Sudan Country Office. Procurement Office E-Mail: Procurement.Ssuco@kua.fi
Location for tender opening	FCA Office in Juba Na Bari, Opposite Nile Fortune Hotel

INVITATION TO TENDER – RENOVATION OF YEI VOCATIONAL TRAINING INSTITUTE - YEI COUNTY, CENTRAL EQUATORIA STATE.

Dear Sir/Madam,

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

A – Instructions to tenderers

Annex 3: Tender Submission form (to be completed by the tenderer)

Annex 4: Invitation to bid.

In order to enable the tenderer to complete the forms (Tender submission form and technical data form) electronically a copy of these documents can be forwarded in a PDF format upon request. It is strictly forbidden to make alterations in the printed text. The tenderer will be bound to the original text in accordance with the document forwarded in PDF format or by letter.

A. Instructions to tenderers

In submitting a tender, the tenderer accepts in full and without restriction the special and general conditions governing this contract as the sole basis of this tendering procedure, whatever his own conditions of sale may be, which he hereby waives. Tenderers are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this tender dossier. Failure to submit a tender containing all the required information and documentation within the deadline specified will lead to the rejection of the tender. No account can be taken of any reservation in the tender as regards the tender dossier; any reservation will result in the immediate rejection of the tender without further evaluation.

A.6. Scope of Works:

The subject of the contract is the renovation of Yei Vocational Training Institute - Yei County.

a) Delivery and Project location:

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The renovation works will be carried out in Yei. The construction material will be delivered to the location specified above at Yei Vocational Training Institute - Yei County. The cost of materials transportation cost should be included in the financial bid.

b) Specifications:

Tenderers must comply fully with the requirements set out in the tender dossier (technical data form) and conform in all respects with the other instructions. Deviations from the specifications may be considered only if deemed to be in the best interest of the Contracting Authority.

General:

1. The renovation works will be carried out under the RSRTF-CES ABP program, a project implemented in consortium with IOM, SPEDP, WPDI, and CEPO.

A.7. Cost of Tender:

The tenderer shall bear all costs associated with preparation and submission of his/her tender and the Contracting Authority will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tender process.

A.8. Clarification of tender documents and additional information:

Tenderers with questions should submit them in writing at the latest on the date specified in the timetable in article A.6., specifying the tender no. and the contract title. Information regarding interpretation of this Invitation to tender must be requested in writing to the Contracting Authority’s contact person, the Procurement Officer.

Tenderers are not allowed to approach the Contracting Authority for oral clarification.

Any clarification of the tender dossier given by the Contracting Authority will be submitted to all tenderers at the latest on the date specified in the timetable. If the Contracting Authority provides additional information on the tender dossier, such information will be sent in writing to all other prospective tenderers at the same time where this is practical.

Any prospective tenderer seeking to arrange individual meetings during the tender period with either the Contracting Authority and/or any other organisation with which the Contracting Authority is associated or linked may be excluded from the tender procedure.

A.9. Planned timetable:

The Contracting Authority reserves the right to alter the dates and time in the following timetable, in which case all tenderers will be informed in writing and a new timetable will be provided.

	Date	Time
Deadline for request for any clarifications from the Contracting Authority	09/03/2023	4:00 PM
Last date on which clarifications are issued by the Contracting Authority	10/03/2023	4.00 PM
Deadline for submission of tenders (closing date)	14/03/2023	10:00 AM
Tender opening session (all tenderers in Juba are invited)	14/03/2023	10.30 AM

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Contract award	23/03/2023	10:00 AM
Contract start	23/03/2023	10:30 AM

All times are in the time zone of South Sudan.

A.10. Eligibility and qualification requirements:

Tenderers shall in the Tender Submission Form attest that they meet the above eligibility criteria.

Tenderers shall also be requested to certify that they comply with article 13. “Child Labour & Forced Labour” and article 14. “Mines” of the General Terms and Conditions for Supply Contracts.

To give evidence of their capability and adequate resources Tenderers shall provide the information and the documents requested in the Tender Dossier.

A.11. Exclusion from award of contracts

Contracts may not be awarded to tenderers who, during the procurement procedure:

- (a) are subject to conflict of interest.
- (b) Are guilty of misrepresentation in supplying the information required as a condition of participation and eligibility in the tender procedure or fail to supply this information.
- (c) Perform, condone or tolerate corrupt, fraudulent, collusive or coercive practices, regardless of whether such practices can be attributed to this tender procedure.
- (d) Attempt to influence the evaluation committee in the process of examination, clarification, evaluation and comparison of tenders, to obtain information on how the procedure is progressing or to influence the Contracting Authority in its decision concerning the award of the contract.

A.12. Language of Tenders

The tender, all correspondence and documents related to the tender exchanged by the tenderer and the Contracting Authority must be written in the language of the procedure which is English. Supporting documents and printed literature furnished by the tenderer must be in English.

A.13. Documents comprising of the Tender:

The Tenderer shall complete and submit the following documents with his/her tender:

- a) Tender submission form (annex 3) with supporting documents and other relevant information that should be made known to the Contracting Authority.
- b) Annex 4

A.14. Price:

The price quoted by the tenderer shall not be subject to adjustments on any account except as otherwise provided in the conditions of the contract.

Tenderers must quote prices on one of the following bases:

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1. for construction material supplied locally, unit and overall prices must be quoted for delivery to the final place of destination and in accordance with the above conditions, including all domestic taxation applicable and sale including VAT.
2. For construction material to be imported into the country or state of the Beneficiary, unit and overall prices must be quoted for delivery to the place of destination and in accordance with the above conditions, including all duties and taxes applicable to their importation and VAT¹/taxes, from which they are exempt.)

Prices shall be quoted in USD only.

A.15. Validity:

Tenders shall remain valid for a period of 12 months from tender closing date.

A.16. Submission of tenders and closing date:

Tenders maybe hand delivered to the office below or sent via email on or before the closing date and time as specified in the Annex 4 above. Any tender received after that time will not be considered.

ANNEX 3: TENDER SUBMISSION FORM

Submitted by (name of company):	
Contact Person:	

NB: To be accompanied by a proforma invoice.

PRICE SCHEDULE (Price Summary and currency to be inserted by tenderer)

Item	Description of supplies		Currency:	Total Price
			USD	
1	Grand Total Cost for the Boys' dormitory			
2	Grand Total Cost for the Girls' dormitory			
	Overall Total Cost for the entire renovation works			

Information required by the contracting authority:	Information to be entered by tenderer in the below columns:
Bid validity (Bids must be valid for 12 months) YES/NO	
Please state full contact details of the Tenderer	
Office Location:	
Financial Proposal/Bid Annex	
Company experience	
Implementation for the entire project	

¹ Value added tax

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Company information	
Parent company (legal name)	
Street name and no.	
City	
Postal code	
Country	
Phone no.:	
Fax. no.:	
E-mail:	
website:	
Sales Manager (name)	
Director (Name)	
Other contact (Title & Name)	

General information	
Nature of business – please enclose complete product information in English.	
Year of Establishment	
Number of full-time employees	
Licensing Authority	
Licence number (VAT no./TAX I.D.)	
Does your company have a written statement of its environmental policy?	
Please state in which languages technical documents are available:	
Working language:	

Signature & stamp: _____

Signed by: _____

The Tenderer	:	
Name of the company	:	
Address	:	
Telephone no.	:	
Fax no.	:	
E-mail:	:	
Name of contact person	:	
Date:	:	

After having read your letter of Invitation to Tender no.FCA/SSUCO003/2023 for supply of renovation of Yei Voctaional Training Institute dated 20/02/2023; on behalf of my company/business, we hereby;

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- Accept, without restrictions, all the provisions in the Invitation to Tender including General terms and Conditions for Supply contracts –with annexes.
- Provided that a contract is issued by the Contracting Authority we hereby commit to furnish any or all items at the price offered and deliver same to the designated points within the delivery time stated above.
- We hereby certify and attest that we meet the eligibility criteria of article stated in the Instructions to Tenderers.
- We further certify and attest that we, and/or our affiliates,
 - comply with the UN *Convention on the Rights of the Child* - UNGA Doc A/RES/44/25 (12 December 1989) with Annex
 - Have not made or will not make use of forced or compulsory labor as described in the *Forced Labor Convention* and in the *Abolition of Forced Labor Convention 105* of the International Labor Organization.
 - Respect and uphold basic social rights and working conditions for our employees.
 - Are not engaged in any development, sale or manufacture of anti-personnel mines and/or cluster bombs or components utilized in the manufacture of anti-personnel mines and/or cluster bombs.

The above declarations will become an integrated part of the contract and misrepresentation will be regarded as grounds for termination.

- Our company/business has the following **nationality**, as evidenced in the enclosed Company Registration Certificate.
- We certify that the goods have the **origin** stated above.
- In the event the contract is awarded to us, we request that payments under the contract be made to the following **account**:
- Our tender is valid for a period of days after the closing date in accordance with instructions to tenders. (N.B! Must be at least 90 days)

Signature & stamp:

Signed by:

The Tenderer :
 Name of the company :
 Address :
 Telephone no. :
 Fax no. :
 E-mail: :
 Name of contact person :
 Date: :

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“FCA reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.”

NB. Attachments – Please check carefully before submitting your tender that you have prepared all the documents required in the instructions to Tenders article “Documents comprising the tender”.

Note: Only the successful bidder will be notified. If you don’t get a notification from FCA within one week after the closing date, consider your quotation unsuccessful.

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