

**Subject: Request for Invitation for Tender (ITT)
Tender NO.3_Archdiocese of Juba 2026**

For Supply of Medicines and Medical Equipment to Gorom Refugee Camp

We look forward to receiving your bids not later than **10th April 2026 by 2:00 pm** in Caritas Juba Office. Please collect valid Tender document from Caritas Office in Juba opposite Juba Teaching Hospital.

Thank you for your cooperation.

A. SPECIFICATION OF QUOTING

Related to this Tender **NO.3 Archdiocese of Juba 2026** herewith calls for Invitation for tender for supply of assorted Medicines and Medical equipment as specified in this document. Medicines and equipment must be according to specified companies. No alternative company/companies should replace those already specified except with prior agreement from Caritas Archdiocese of Juba medical team. Minimum medicine shelf life (preferably 18–24 months), and compliance with recognized pharmaceutical standards

Please note: All medicines and Medical equipment shall undergo verification by UNHCR Medical Team.

1. Description of the organization and its activities

Caritas Archdiocese of Juba is the official organization and the humanitarian wing of the Catholic Archdiocese of Juba and part of Caritas South Sudan.

Guided by Catholic Church Social Teaching and international humanitarian principles (CHS and Sphere standards) it carries out all social activities in the Catholic Archdiocese of Juba. Solidarity with the poor and commitment to serve the human person in Love and dignity are the underpinnings to the agency's initiatives. Programs that include capacity building for sustainable development, campaigns advocating for peace and national reconciliation, disaster preparedness and humanitarian relief to deploy a prompt response to a country prone to regular disasters, both natural and man-made, such as droughts, famines and conflict.

Caritas Archdiocese of Juba is a member of Caritas South Sudan. The agency collaborates with Caritas partners to facilitate their initiatives, such as a projects supports in order to provide shelter, water, capacity building, sanitation and hygiene promotion, health/nutrition, protection and NFI+ FSL.

Objective: In accordance with the overall targets of above-mentioned operations, Caritas Juba plans to order Tender for supply of specified Medicines and Medical equipment for Gorom Refugee Camp.

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

You are invited to present bid complying with the requirements here below specified.

2. Tender Presentation

- Tender document must be collected from Caritas Juba office and must be returned in sealed envelope. Only registered and Stumped Tender documents collected physically from Caritas office will be accepted.
- The Tender bids shall be received in person (physically delivered to Caritas Juba Office) not later **than 10th April 2026 by 2:00 pm**
- The Tender shall be written in English
- The offer should be valid for **60 days after the deadline**
- The format BOQ can be used or a separate one depending on supplier's choice.

3. Legal Requirements.

Please attached valid registration and tax clearance documents. Application with expired or missing documents will not be accepted.

1. Certificate of Registration
2. Tax Clearing Certificate
3. Certificate of Commerce
4. Registration Certificate from the Ministry of Health

4. General conditions

- The Tender bid shall be typed and signed on each page by the legal representative of the supplier,
- The prices of the Tender bids will be expressed in United States Dollars. The prices must be on unit price basis,
- The prices will be considered fixed whereas Caritas Juba will not process Tax exemption. No additional charge of whatsoever nature and type will be accepted by Caritas Juba,
- Bidders may submit offers for all items or for selected items (partial bidding), provided prices are clearly indicated in the BOQ.
- Caritas Juba reserves the right to accept or reject all Tender bids depending on prevailing condition at the time.

5. Validity of quotations

The Tender bids submitted must be valid for a period of 60 days from the deadline for submission of Tender bids.

6. Language of quotations

Your Tender bid, official correspondence between companies and Caritas Juba, as well as all documents associated with the tender request will be in English.

7. Submission of Bids

All Tender bids must conform to the following conditions:

- 7.1. Each Tender bid must have been received by 10thApril **2026 by 2:00 pm.** No Bid for this procurement shall be accepted thereafter.
- 7.2 Make sure you have duly filled the Register book correctly when taking the tender document.

8. Content of quotations

Your submitted Tender bid must fully conform to the requirements mentioned in the ITT. No changes to the specifications shall be accepted during the procurement process nor delivery except with prior agreement of Caritas Archdiocese of Juba Medical Team.

Part 1 – Tender Bid: A Tender bid for supply of Medicines and Medical Equipment. The format BOQ can be used or a separate one depending on supplier’s choice. Additional sheets may be attached for further details.

9. Terms of payment

The payment will be done in United States Dollars

- Payment will only be done after complete and satisfactory delivery of medicines and medical equipment.
- Payment shall be effected upon received of invoices from the Contractor.

Annex 2: Bill of Quantity

Medicines

S/No.	Description Specification	Milligram	Type	Qty	Unit	Unit Price	Total price
1	Amoxicilline	200/5ml	Syrup	1000	bottles		
2	Ampicilline	1 million	Injection	1000	Vials		
3	Azithromycin	500 mg	Tab	500	Strips		
4	Artusunate	120 mg	Injection	20,000	Vials		
5	Ceftriaxion	1 gram	Injection	15,000	Vials		
6	Ciprofloxacin	500 mg	Tab	4000	Strips		
7	Diazepam	2 ml	Injection	50	ampules		
8	Phenobarbitoe	200 ml	Injection	500	Strips		
9	Gentamycin	80 ml	Injection	1000	ambules		
10	Ibuprofen	400 mg	Tab	1000	bottles		
11	Metronidazole	500 ml	Syrup	500	bottles		
12	Paracetamol	125 ml	Syrup	1000	bottles		
13	Miconazole oral gel	2%	Oral Gel	500	tubes		
14	Nystatin	100,000 uni	Syrup	50	bottles		
15	Quinine	600 ml	Injection	2000	Vials		
16	Haemofote	200 ml	Syrup	1000	bottles		
17	Acyclovir	250 mg	tab	500	bottles		
18	Metoclopramide	5 mg	injection	500	Vials		
19	Zinc Sulphate	10 mg	tab	50	Vials		
20	Folic acid	400 mg	Tab	1000	Strips		
21	Cefixime	400 mg	tab	1000	Strips		
22	Cefixime	200 ml	syrup	700	bottles		
23	Amoclan	250 ml	Syrup	1000	bottles		
24	Metformin	500 mg	Tab	700	Strips		
25	Lisopril	10 mg	Tab	500	Strips		
26	Asprin	75 mg	Tab	70	Strips		
27	Amilodipine	10 gg	Tab	200	Strips		
28	Antihistamin	2	syrup	500	tubes		

		mg/15mg					
29	Ibuprofen	200	Tab	1000	Strips		
30	Meropenem	1 gram	Injection	500	tubes		
31	Tetracycline	1%	Ointment	500	Tubes		
32	Normal Saline	500 ml	Fluids	200	Drops		
33	Ringer Lactate	500 ml	Fluids	1000	Bottles		
34	D5+1/2 NS	500 ml	Fluids	1000	Bottles		
35	Dextrose 5%	500 ml	Fluids	20	Bottles		
36	Dextrose 10%	500 ml	Tab	50	Strips		
37	ORS	22 grams	Powder	20	Strips		
38	Clopedogrel	75 mg	taps	20	Vials		
39	Labetalol	100 mg/20 mg	Injection	20	Vials		
40	Levofloxacin	750 mg	Tab	1000	Strips		
41	Permetin Lotion		Ointment	20	Tubes		
42	Dexamethasone	0.5 mg	Tab	500	Strips		
43	Amoclan	1000	tab	500	Strips		
44	Diclofenac	75 mg	Injection	500	Vials		
45	Metronidazole	500 mg	tab	500	Strips		
46	Metronidazole	100 ml	injections	500	Ampules		
47	Paracetamol	100 ml	infusion	500	Vials		
48	Dexamethasone	10 ml	Drops	500	Infusion		
49	Candid cream		Ointment	500	Strips		
	Total						

Medical Equipment

S/N	Description Specification	Company	Qty	Unit	Unit Price	Total price
1	Field stain A&B	Microkrome	5	pairs		
2	Brucella Antigens Abortus/meletensis	EXpert	5	pairs		
3	Salmonella Antigens	Beacon	4	boxes		
4	Urine dip sticks	Yercon	20	boxes		
5	Blood groupings Antisera	Any	5	sets		
6	Oil Immersion	Any	120	mls		
7	Typhoid strips	Sidak	150	boxes		
8	Hepatitis B strips	Sidak	30	boxes		
9	Hepatitis c strips	Sidak	30	boxes		
10	Malaria RDT	First Response	120	boxes		
11	HCG strips	Healgen	150	boxes		
12	H. Pylori strips/cassettes	Sidak	150	boxes		
13	VDRL strips	Healgen	200	boxes		
14	Frosted glass slides	Any	100	boxes		
15	Cover glass	Any	4	boxes		

16	Micro cuvette 301	301	3	boxes		
17	K2EDTA tube(purple top)	Any	10	pkts		
18	Urine dip sticks	Yercon	20	boxes		
19	glucometer strips	On-Call plus	5	boxes		
20	Blood Lancets	Any	10	boxes		
21	Hematology Analyser (CBC Machine)	Mindry BC 20	1	piece		
22	Cannula size 24/22/20/18 G	Any	10	Boxes		
23	Gauze/ Sterile Gauze	Any	15	Boxes		
24	Surgical Mayo scissors	Any	4	Pairs		
25	Syringe 10 ml, 5ml, 3ml	Any	20	Boxes		
26	Needle 21 G, 23 G, 19 G, 25 G,	Any	7	Boxes		
27	Cotton Roll	Any	30	Rolls		
28	Bandage 7.5 cm	Any	30	Pieces		
29	Hydrogen peroxide	Any	15			
30	Plaster Roll	Any	15			
31	Gloves medium not powdered	Any	10			
32	Iodine	Any	20			
33	Giving sets	Any	100	Pieces		
34	Drip stands	Any	10			
35	screens	Any	5			
36	Bed pans	Any	5			
37	Oxygen cylinder	Any	3			
38	spirits	Any	10			
39	Digital blood pressure machine citizen or med tech company	Any	2			
40	Delivery packs	Any	20			
41	trolley	Any	4			
42	Apron and staff uniform resuable	Any	5			
43	Apron and Staff uniform nonresuable	Any	20			
44	Urinary catheter/ bags (Cather size 12 and 16)	Any	10			
45	Drawsheets, towels, and bedsheets	Any	15	Bags		
46	Kidney dish (Towels)	Any	15	Pieces		
47	Antiseptic (chlorhexidine) Draw sheest 35	Any	10	Pieces		
48	Buckets	Any	5	Pieces		
49	Jik and Dettol	Any	5	Bottles		
50	Bowel as a receiver	Any	4			
51	Waterproof Makin test	Any	10	Bottles		
52	Closed waterproof shoes	Any	5			
53	Eye guggles	Any	2			
54	Mucus sucker	Any	2	Pair		

55	<i>Dolar digital</i>	<i>Any</i>	2			
56	<i>Drum for packing cottons and gauze</i>	<i>Any</i>	2			
57	<i>Sanction machine 1</i>	<i>Any</i>	1			
58	<i>Oxygen machine and tubes</i>	<i>Any</i>	1			
59	<i>Heat warmer</i>	<i>Any</i>	1			
60	<i>Recitation table</i>	<i>Any</i>	2			
61	<i>Digital thermometer (proven boncare brand)</i>	<i>Any</i>	2			
62	<i>Ambubags and mask</i>	<i>Any</i>	5			
63	<i>Episiotomy set</i>	<i>Any</i>	1			
64	<i>MVA set</i>	<i>Any</i>	1			
65	<i>Weighing scale</i>	<i>Any</i>	1			
66	<i>Stel scope(Littman classic brand)</i>	<i>Any</i>	2			
67	<i>Pulse oximeter (beuner brand or Innova)</i>	<i>Any</i>	10			
68	<i>Dressing set/suture size 1</i>	<i>Any</i>	5	set		
	Total					