****AAH South Sudan

Juba Office: **Hai Gabat – Opp JIT Supermarket**

**Behind South Sudan Customs, Tel: +211 925 478 457**

**Email:** [**ssudan@actionafricahelp.org**](mailto:ssudan@actionafricahelp.org)

**Website:** [**www.actionafricahelp.org**](http://www.actionafricahelp.org)

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| **INVITATION TO TENDER** |

**Background**

Action Africa Help International (AAH-I) is a nongovernmental Organization and nonprofit making operating in South Sudan with a mission to support disadvantaged Communities to sustainably improve their standard of living through Community empowerment approach in partnership with stake holders. AAH-I implements Primary Health Care, Agriculture, Humanitarian aid projects and Capacity Building.

The organization is inviting for bids from competent and reputable companies for provision of cargo airlifting services per kilogram across South Sudan with intention of getting into a **one-year Frame work agreement**.

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|  | **ROUTES** | **Kgs** | **RATE PER KG** |
| **1.** | **Across South Sudan** | **1kg** |  |

**REQUIREMENTS**

**Administrative Requirement:**

Contractors are required to submit the following documents;

1. Valid registration Certificate
2. Valid Tax compliance certificate
3. Operation License
4. Valid South Sudan aviation permit

***Only registered company will be evaluated.***

**Technical Requirement**

1. Company Profile which should contain evidence of past experience in the

year 2020 and 2021

1. Evidence of having own aircraft (6mt)
2. Signed general terms and conditions

**Financial proposal**

1. The rate should be on Company’s letterhead
2. If the bidder’s aircraft tonnage is different from what is indicated on this ITB that should be clearly indicated on their quotation.
3. **Price and Currency:** The prices shall be in **United States Dollars (USD).**
4. **Quotation should be on Company’s letter head**

**Submission of Quotes**

The quotations shall be submitted in **Hard copies in sealed envelopes**, and there shall be no submission of quotes in soft copies. The bidders must adhere to this instruction to avoid inconveniences.

**Submission Address**

The bids shall be submitted to:

**AAH-I/UNHCR Logistic Base Juba South Sudan**

**Near JIT Supermarket, the envelope should be labeled**

**Read**: **CARGO AIRLIFT SERVICES**

**AAH-I South Sudan.**

**Registration for submission:**

Please ensure that, you register your hand delivered quotation with the Procurement department and drop it in the bid box yourself, before you leave the Procurement department.

**Request for clarifications**

Any request for clarification must be made in writing through the email: [procurement.southsudan@actionafricahelp.org](mailto:procurement.southsudan@actionafricahelp.org), Strictly and must be received not later than **Friday** the **11th March, 2022** at **4:00 pm local time.**

**Deadline for the submission of the quotation**

The deadline for the submission of the quotes will be strictly on **Friday** the **18th March**, **2022** at **12:00 pm local time.**

**Evaluation criteria**

Evaluation will be based on administrative, technical and financial requirements. Bidders who will fail to submit any of the documents requested at administrative level will be disqualified from technical and financial evaluation.

**Notification of the results**

Only the successful and competitive bidder will be notified, and if you do not receive email communication within two weeks after the expiry of the dead line, consider your bids not successful.

**Language for the bids**

The language for the bids shall be **English** only, but no other languages to be used.

**Disclaimer**

This is only a Call for quotations and AAH South Sudan reserves the right to either amend or cancel it at any time with or without notice. In such cases, AAH South Sudan shall accept no liability whatsoever. The prospective bidder is wholly responsible for any and all costs related to the preparation and submission of their quotations.

The decision of the AAH South Sudan Procurement Review Committee shall be final.