

INVITATION TO NATIONAL OPEN TENDER

Help - Hilfe zur Selbsthilfe ("Help for self-reliance") is a German Non-Governmental relief organization currently implementing relief and humanitarian projects in more than 15 countries worldwide including South Sudan.

Help - Hilfe zur Selbsthilfe, German South Sudan is implementing **WASH, Food Security and livelihood and Nutrition** Project funded by the Ministry of Foreign Affairs of the German Government, UNICEF and WFP and it is inviting qualified and reputable contractors to submit bids for the following tender lots:

Lot No	MARKET DESCRIPTION	Reference
Lot 1	Stationary and Office Supplies (Juba Office) See Tender Dossier for additional details	JB-SSD-24-20-02-2022-043
Lot 2	Stationary and Office Supplies (Yirol Field Office) See Tender Dossier for additional details	JB-SSD-24-20-02-2022-044

The tender will be conducted using **Help** standard bidding documents, open to all qualified and legally operating companies in South Sudan. The complete bidding documents (in English) can be collected from **Help** procurement by sending an email Only to; procurement-ssd@help-ev.de alternatively download the tender advert only from the **South Sudan NGO Forum** website <http://comms.southsudanngoforum.org/c/tenders> under section "tender". You are required to regularly check the **South Sudan NGO Forum** website for any modification to the original documents or tender itself.

COMPULSORY REQUIREMENTS:

Consideration shall only be given strictly to bidders that will demonstrate a proven and satisfactory trackable-record in provision of similar supplies and services to reputable and verifiable clients. Relevant copies of company legal documents including a valid Tax Clearance Certificates, Operational License, South Sudan Chamber of Commerce License, plus Business Registration certificate are key requirements

CLOSING DATE AND TIME: 7th March 2021 at 1:00 PM (South Sudan, Juba local time).

SUBMISSION REQUIREMENTS:

STRICTLY submit your Bid and other compulsory documents annexed to this request in a **SEALED ENVELOPE** clearly marked with either or all of the above Bidding Reference Numbers if you choose to apply for one or more lot/s. **DO NOT INDICATE OR WRITE YOUR COMPANY DETAILS ON THE ENVELOPE**. Bids bearing company details on the envelope shall instantly be disqualified from the bidding process. All sealed bids to be hand-delivered only in hard-copies. All electronically submitted bids shall be automatically rejected.

Address your bids to the address below:

ATTN: THE PROCUREMENT COMMITTEE,
HELP – Hilfe zur Selbsthilfe – Germany,
HAMZA INN COMPOUND, PLOT No.4, OPPOSITE NOTOS, JUBA TOWN.



NOTE: Request for tender documents shall be made through your company emails for all lots except lots for Yirol base. Send your request to our procurement representative at email: procurement-ssd@help-ev.de and or visit our Yirol office in Yirol town to collect bidding documents for all Yirol listed lots