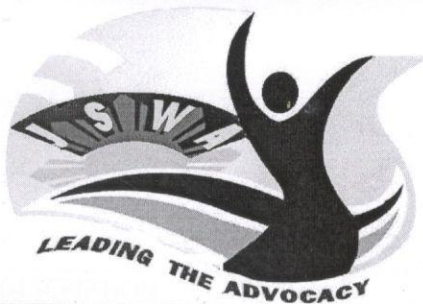


**JONGLEI STATE
EMAIL ADDRESS**



WOMEN ASSOCIATION
jongleiwomen@gmail.com

REF: REQUEST FOR QUOTATION-WPHF-C19ER-75705-JSWA-F&NFI-2021

Introduction

Jonglei State Women Association (JSWA) is a non-governmental organization, registered under South Sudan non-governmental act, 2016. It was formed as a result of human rights violation by men at home, offices and all other social interactive levels where women are discriminated, neglected and violently deprived of their fundamental rights in both of the political and socio-economical areas of social life. The organization was formed mainly to focus on urban-rural community development in various aspects for self-reliance and peaceful coexistence of communities by advocating on behalf of and for the protection of women and child rights in Jonglei state.

With support from UN WOMEN, JSWA is currently implementing a Twelve-month project of Women's Peace and Humanitarian Fund (WPHF)-COVID-19 EMERGENCY RESPONSE Enhancing Inclusive and Gender responsive humanitarian/crisis planning, framework and programming in South Sudan and believes in comprehensive support to families affected by the COVID-19 lockdown and GBV in Bor South County, Bortown and Sudd Regions of Jonglei state.

REQUEST FOR QUOTATION

Quotes are requested from qualified vendors who are capable of providing a large number of food items and NFIs to JSWA. The food items and NFIs are specified as given below:

FOOD ITEMS

S/NO	QUANTITY REQUIRED	DESCRIPTION	TOTAL IN USD
1	50	Sorghum 50kg bags	
2	50	Bean 25 kgs	
3	50	Jurican 5l	
4	50	Packets of salt	
5	50	Rice 25kgs	



"NO WOMAN LEFT BEHIND"-JSWA

NFIs category

S/NO	QUANTITY	DESCRIPTION	TOTAL IN USD
1	100	COVID-19 DIGNITY KITS with LOGO of UN WOMEN, WPHF and JSWA with (1 bar of soap, 2 pants, sanitizer, Jelly and 2 always) inside the kit. All with writing at the back.	
2	500	COVID-19 messages printed in A4 size IEC with logo of UN WOMEN, WPHF, ministry of health and JSWA.	
3	50	Carton of soap especially bar soap	
4	50	Hand washing facility of 20 litres capacity with their stands branded with UN WOMEN, WPHF and JSWA logos	
5	90	Blue Branded Collarless T-shirts with UN WOMEN, WPHF and JSWA Logos; 30L size , 20 XL size , 20 M size and 20 S size amounting to 90. All with writing at the back.	

The supplier will provide the requested food items and NFIs, divide these materials into designated kits, pack them as provided in this RFQ and deliver them to JSWA office in bortown, Jonglei state. Orders may be divided between several suppliers, - depending upon the vendor's ability to deliver food or NFI items in a timely fashion manner. JSWA will coordinate and implement the distribution of food and NFIs items to beneficiaries in the project supported areas within South Sudan, especially Jonglei state.

RESPONSE:

Responses to this RFQ should be submitted by email to: jongleiwomen@gmail.com cc dengkon46@gmail.com or hand deliver to JSWA's log & pro Department in sealed envelope.

Opening Date: **19th, of April 2021**

Closing Date: **23rd, of April 2021 at 5.00PM.**

Evaluation: **26th, April 2021 only selected vendor will be notified on availability of PO for execution.**

Quotes received after closing date and time may not be accepted and shall be considered non-responsive. JSWA will acknowledge receipt of your quotation by email. Any clarification on the RFQ can be sent to jongleiwomen@gmail.com and can be attend to when necessary.



VENDOR QUALIFICATIONS

Suppliers should be able to meet the following preferred criteria when possible:

- Must be a registered supplier in South Sudan
- Must guarantee availability of items for delivery within 15 days of Purchase Order award.
- Offer all items on list and be able to create a complete supply of items especially new food and NFIs items.
- Deliver the complete sets of food items and NFIs to JSWA head office in Bor, Jonglei state, South Sudan.

ADDITIONAL INFORMATION.

Submission Guidelines Quotations should contain detailed product specifications, and the following information including but not limited to:

- ✓ Price of foods & price of NFI in USD
- ✓ Minimum Delivery time
- ✓ Delivery cost to JSWA in case the supplier is not in South Sudan.
- ✓ Include taxes or other fees if any, separately in your quotation.
- ✓ Quotation validity must be 90 days.
- ✓ Provide a vendor qualification statement that indicates vendor capability to provide and deliver goods to Bor in a timely manner.

Legal Requirements

Vendors should submit the following valid legal documents:

- Copy of the company's certificate of Incorporation.
- Copy of Tax Clearance Certificate.
- Copy of Tax Identification Certificate.
- Copy of Certificate of Operation.
- Company's Office address.
- Company's Banking Account details (where money would be paid)
- Quotation for the items specified in the RFQ categories.

The vendor's quotation must be submitted on A Quotation Form attached herein. Price Summary Schedule in US Dollars and estimated time of delivery.

FORMAT SUBMISSION All responses must use the format provided in this RFQ's attached Annex 1 and Annex 2 respectively.

OFFER ACCEPTANCE PERIOD



Bids must remain valid for Ninety (90) calendar days from the closing date of award. Evaluation will be based on the price, availability of goods, delivery time, quality of goods and legal requirements/documentation. Award is expected to be made to the vendor who best meets the minimum specifications in this RFQ. .

CONTRACT MECHANISM

A fixed-price Purchase Order is expected to be awarded for the goods and services described herein. The fixed prices must remain valid after signing of the Purchase order.

RIGHT TO SELECT/REJECT

JSWA reserves the right to select and negotiate with those firms it determines, in its sole discretion, to be qualified for competitive bids and to terminate negotiations without incurring any liability. JSWA also reserves the right to reject any expired food or NFIs received without explanation.

DISCLAIMER:

This RFQ represents only a definition of requirements. It is merely an invitation for submission of quotations and does not legally obligate JSWA to accept any of the submitted bids in whole or in part, nor is JSWA obligated to select the lowest priced quotation or . JSWA reserves the right to negotiate with any or all firms, both with respect to price, cost and/or scope of services. JSWA has no contractual obligations with any firms based upon issuance of this RFQ. It is not an offer to contract. Only the execution of a written Purchase Order shall obligate JSWA in accordance with the terms and conditions contained in such contract.

CONFLICT OF INTEREST

Vendor must provide disclosure of any past, present, future relationships with any parties associated with the issuance, review or management of this solicitation and anticipated award. Failure to provide full and open disclosure may result in JSWA having to re-evaluate selection of a potential offeror.

PAYMENT TERM

Payment terms are 30 days or less upon receipt of goods. JSWA may consider a deposit payment of a reasonable amount for a reasonable excuse. All payments will be made upon timely inspection and acceptance of the goods by the JSWA authorized representatives in Bor office, Jonglei state, South Sudan.



ANNEX 1: FOOD ITEM

VENDOR'S QUOTATION FORM

VENDOR'S NAME: LOCATION/ADDRESS: DATE:			TELEPHONE NUMBER:	
S/NO	DESCRIPTION OF ITEM	QUANTITY	UNIT PRICE IN USD	TOTAL IN USD
1	Sorghum 50kg bags	50		
2	Bean 25 kgs	50		
3	Jurican 5l	50		
4	Packets of salt	50		
5	Rice 25kgs	50		
			TOTAL	

AMOUNT IN WORDS:

TITLE:SIGNATURE.....

90 DAYS VALIDITY

PERIOD OF DELIVERY:



ANNEX 2: NFIs ITEM

VENDOR'S QUOTATION FORM

VENDOR'S NAME:		TELEPHONE NUMBER:		
LOCATION/ADDRESS:				
DATE:				
S/NO	DESCRIPTION OF ITEM	QUANTITY	UNIT PRICE IN USD	TOTAL IN USD
1	COVID-19 DIGNITY KITS with LOGO of UN WOMEN, WPHF and JSWA with (1 bar of soap, 2 pants, sanitizer and 2 always) inside the kit.	100		
2	COVID-19 messages printed in A4 size IEC with logo of UN WOMEN, WPHF, ministry of health and JSWA.	500		
3	Carton of soap especially bar soap	50		
4	Hand washing facility of 20 litres capacity with their stands branded with UN WOMEN, WPHF and JSWA logos	50		
5	Blue Branded Collarless T-shirts with UN WOMEN, WPHF and JSWA Logos; 30L size , 20 XL size , 20 M size and 20 S size amounting to 90	90		
			TOTAL	

AMOUNT IN WORDS.....

TITLE:SIGNATURE.....

90 DAYS VALIDITY

PERIOD OF DELIVERY:

