



**TEARFUND SOUTH SUDAN PROGRAM**

**INVITATION TO BID**

**Project:** Framework agreement for Supply of Stationery and Cleaning to Tearfund South Sudan.

**Tender Reference Number:**

TF-SS-2025-601-Juba-Supply of Stationery Items & TF-SS-2025-599-Juba-Supply of Cleaning items

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**Notice to:** All potential Suppliers based in the Republic of South Sudan.

**Nature of work:** Framework agreement for Supply of Stationery and Cleaning Items Juba County Central equatorial State of South Sudan.

**Nature of notice:** Tearfund South Sudan is currently seeking for suitable qualified /experienced Companies within South Sudan that deals in supply of Stationery or Cleaning items and wish to bid for similar supplies. If you are interested in participating in this tender, please send a request to [Kiden.betty@tearfund.org](mailto:Kiden.betty@tearfund.org) CC [poni.rose@tearfund.org](mailto:poni.rose@tearfund.org). in the logistics department indicating the tender reference number, Company Name, Contact person and email address.

**Bid document;** Tender documents will be available online to all interested bidders through Coupa system from 31<sup>st</sup> January to 14<sup>th</sup> February 2025. You can only request to be added to participate in the sourcing event during the working hours (8:30 am -4:30 pm) South Sudan local time.

**Applications & Submission of Bid:** submit Bid documents only to Tearfund through Coupa following the steps in the system that include:

- a) Clicking on "I intend to participate"
- b) Accepting Tearfund Terms & Conditions after reading through
- c) Response to the event- where you will provide your company details & work on the pricing accordingly.
- d) Finally submit the bid.

**Closing date:** The closing date for submission of completed bid documents is on 14<sup>th</sup> February 2025 at 17:00. The system will show you clearly the remaining number of days and hours accordingly in order for you not to miss submitting your bid online.

**NB: No hard copy or emailed Bid will be accepted!**

**Further information:** Bidders can consult Tearfund for further details on address [poni.rose@tearfund.org](mailto:poni.rose@tearfund.org) or [Kiden.betty@tearfund.org](mailto:Kiden.betty@tearfund.org). **0923 129 300 /0924 778 067.**

