



**Request for Proposal # SSD/SNV/JUB/26/083**

**28<sup>th</sup> JAN 2026**

Dear Sir/ Madam,

You are invited to submit your proposal in response to the attached Request for Proposal.

SNV seeks the services of a qualified and experienced technician to install three mini drip irrigation systems in Torit, Yambio, and Juba counties. In addition, the consultant will be responsible for strengthening the capacity of SNV staff, IPs and CAD through training on the operation, maintenance, and management of the systems. The TOR further seeks to establish clear timelines and accountability mechanisms for the installation process, ensuring that the systems are effectively implemented and contribute to the long-term sustainability of agricultural interventions in the targeted communities.

Your proposals are due to SNV no later than 10:00AM on 6<sup>th</sup> Feb 2026. Late bids will be disqualified.

In the attached package you will find:

- Request for Proposal (RFP)
- Specification
- Your track record of relevant similar implemented projects
- Proposed approach
- Proposed budget
- Proposed personnel

We look forward to receiving your proposal.

Kind regards,

**Country Operations Unit**

# Request for Proposals

**Reference #: SSD/SNV/JUB/26/083**

**CLOSING DATE: 06/FEB/2026**

## **SECTION 1**

### **1.0 INSTRUCTIONS**

#### **1.1 INTRODUCTION**

**SNV NETHERLANDS DEVELOPMENT ORGANISATION** would like to invite interested, qualified and experienced technicians submit proposals for installation of three mini drip irrigation systems in Torit, Yambio, and Juba counties. In addition, the consultant will be responsible for strengthening the capacity of SNV staff, IPs and CAD through training on the operation, maintenance, and management of the systems. The TOR further seeks to establish clear timelines and accountability mechanisms for the installation process, ensuring that the systems are effectively implemented and contribute to the long-term sustainability of agricultural interventions in the targeted communities.

SNV is a mission-driven global development partner committed to sustainable and inclusive development, with a strong local presence and alignment with national priorities. In Aug 2024, SNV re-established its presence in South Sudan through the Community-Driven Rural Development (CDRD) Project, implemented in partnership with GIZ and funded by the EU Green Resilient Economy Fund.

The overall project objective is to promote green, sustainable, and climate-resilient economic development, while contributing to improved food and nutrition security (FNS) and resilience to climate shocks in South Sudan.

#### **1.2 INVITATION TO BID**

You are invited to submit your proposal documents to SNV Office in soft copies so they may be evaluated. SNV requires prospective bidders/firms to provide mandatory information for the tender.

#### **1.3 EXPERIENCE**

Prospective Vendors must have carried out successful delivery of similar projects in size and complexity. Potential bidders/firms must demonstrate the willingness and commitment to meet the tender criteria.

#### **1.4 RFQ DOCUMENT**

This document includes questionnaire forms and documents required of prospective bidders.

In order to be considered for the tender, prospective vendors must submit all the information requested herein.

## **1.6 SUBMISSION OF DOCUMENTS**

A complete proposal and other information requested should be submitted online through authorized signatory to the following address:

[southsudanprocurement@snv.org](mailto:southsudanprocurement@snv.org)

**Not later than 10:00 AM (local time) on 6/02/2026**

The RFQ Reference **SSD/SNV/JUB/26/083** should be clearly indicated in the subject line of the email alongside with the bidder's company name.

## **1.7 QUESTIONS ARISING FROM DOCUMENTS**

Questions that may arise from the RFP documents should be directed to Procurement whose address is below;

[southsudanprocurement@snv.org](mailto:southsudanprocurement@snv.org)

## **1.8 ADDITIONAL INFORMATION**

**SNV** reserves the right to request submission of additional information from prospective Vendors/partners.

All data submitted will be maintained securely by SNV and used only for programming purposes. Data will be destroyed after 10 years in accordance with national law.

## **SECTION 2**

### **2.1 TAXES ON CONSULTANCY CONTRACTS**

The consultancy fee will be subjected to applicable 20% tax as per the South Sudan taxation rule. Payment to the consultant shall be upon the submission of assignment completion report and acceptance by the project. Payment shall be made via bank transfer.

### **2.2 CUSTOMS CLEARANCE**

The Vendors shall be responsible for custom clearance when necessary.

### **2.3 CONTRACT PRICE AND CONTRACT**

The contract shall be of unit price type.

### **2.4 PAYMENTS**

Payments are made within 30 days of receipt of a valid invoice.

### **2.5 BID VALIDITY**

Your tender must be valid for 30 days.

## SECTION 3

### 3.1 WITHDRAWAL OF RFQ

Should a condition arise between the time the firm has tendered the bid and the opening date which in the opinion of the SNV South Sudan could substantially change the performance and qualification of the Vendor or his ability to perform such as but not limited to bankruptcy, change in ownership or new commitment, SNV South Sudan reserves the right to reject the tender from such a Vendor.

### 3.2 EVALUATION CRITERIA

SNV will determine the winning consultant on the basis of the below;

#### Evaluation and Scoring Matrix

ASSESSMENT COMPONENTS		%WEIGHT
A. TECHNICAL PROPOSAL		
An understanding of the terms of reference		
1	Demonstrate understanding of the assignment and expected deliverables	10
2	Demonstrated understanding of the project context (Torit, Juba and Yambio counties)	10
Methodology and work plan		
1	Soundness and feasibility of the proposed technical approach and methodology that Demonstrates experience in executing similar assignments in South Sudan. - Adequacy of resources inclusive of technical composition	10
2	Realistic and well-structured timeline, deliverables, objectives and milestones.	10
Qualification and Experience		
1	A strong record of conducting training and workshops for NGO staff, farmer groups, and local partners on irrigation technology, system maintenance, and climate smart practices.	10
2	Demonstrated experience and relevant work undertaken by the applicant in the past and engagements with evidence linked to previous work done / completion certificate /recommendations	10
3	All the required registration and certification documents and at least 3 signed reference letters of similar work done.	5
B	<b>FINANCIAL PROPOSAL: Detailed showing the level of effort of the team, Clarity, relevance, and reality to market value/ value for money for the assignment (inclusive of any applicable tax, reimbursable, and travel where applicable).</b>	40
<b>Total Score</b>		<b>100</b>

Technical Scores are weighted at 60%. Financial scores are weighted at 40%.  
 Financial evaluation will be conducted for those proposals passing the technical evaluation. The lowest price is awarded maximum points and all other bidders are ranked beside the lowest bid on the following basis:

$$\frac{\text{Bidders Cost} - \text{Lowest Cost}}{\text{Bidders Cost}} * 100 = \text{Deduction}$$

$$100 - \text{Deduction} = \text{Bidders score}$$

Your Financial proposal shall include a statement indicating the following:

- a) A realistic breakdown of costs required to deliver the assignment that demonstrates value for money (including clear units/unit costs, separating professional fees, per diems and other reimbursable costs) and any contributions towards project activities. The budget should be detailed enough to show number of days, involved professional, breakdown of office and field days etc.
- b) Whether or not your contract and personnel shall be tax-free or not; and if not,
- c) Show separately what the tax burden will be.

**SECTION 4**

**All firms must provide:**

- (a) Firm Data shown in Section 4
- (b) Signed Sworn Statement as in Section 5
- (c) Following mandatory requirements
  - 1. Financial Proposal/Quotation
  - 2. Company Profile
  - 3. Certificate of Incorporation
  - 4. TIN Certificate
  - 5. Proof of Physical address
  - 6. Bank detail

**4. 1 FIRM DATA**

Name of Vendor	
Trading Name (if different from above)	
Postal Address	
Physical location of Business Premises	Town
	Street
	Plot No.
	Building name
	Floor
Primary Contact Person	Name

	Mobile number
	Email
Nature of organisation (e.g. Sole Proprietorship, NGO, Public Limited Company, Partnership, etc.)	
<b>Names of the Proprietor, Directors or Partners and their nationality</b>	
Name, nationality and position held	
Vendor's Operations	Year established/registered:
	Duration of Operation:
	Objectives, Mandate, Mission:
Vendor Registration No. and Country of Registration (Attach Copy)	Country of Registration: Number:
VAT Registration No. (Attach Copy)	Number
Tax Identification Number Registration.(Attach Copy)	Number
Trade Licence/ Business Permit (Attach Copy)	Number

#### 4.2 ELIGIBILITY

Do any of the following apply to your Firm/ Company or Organisation, or to (any of) the Director(s) / Partner(s) / Proprietor(s)

Have you or your principals been subject of legal proceedings for insolvency, bankruptcy, receivership or your business activities suspended for related reasons?	Yes / No	If Yes give details
Have you been convicted of a criminal offence related to business or professional conduct?	Yes / No	If Yes give details
Have you had any contracts terminated for poor performance in the last five years, or any contracts where damages have been claimed by the client?	Yes / No	If Yes give details

**4.3 CONFLICT OF INTEREST**

Please provide answers to the following statements:

To the best of your knowledge, have you or any employee or staff member of your organization or firm, ever been employed by SNV?	Yes or No
If Yes, provide the name of the person in your organisation, and a description of the employment period, including job title, the duration of the employment period, the country of employment.	
Is any employee or staff member of your firm, company or organisation related (by blood, marriage or otherwise) to any employee of SNV in South Sudan?	Yes or No
If yes, please provide the name of your staff and the name of the SNV staff member they are related to. State the nature of the relationship.	

**SECTION 5**

**5.1 Sworn Statement**

Having studied the information provided for the above project we/I hereby state:

- a) The information furnished in our application is accurate to the best of my/our knowledge.
- b) We enclose all the required documents and information required for the RFQ

Date: .....

Applicant's Name: .....

Represented by: .....

Signature: .....

Designation: .....

(Full name and designation of the person signing and stamp or seal.)

## **SECTION 6**

### **Scope of Work**

**The purpose of this Terms of Reference is to engage a qualified technician to install three mini drip irrigation systems in Torit, Yambio, and Juba counties. In addition, the consultant will be responsible for strengthening the capacity of SNV staff, IPs and CAD through training on the operation, maintenance, and management of the systems. The TOR further seeks to establish clear timelines and accountability mechanisms for the installation process, ensuring that the systems are effectively implemented and contribute to the long-term sustainability of agricultural interventions in the targeted communities.**

### **Background**

- SNV is a mission-driven global development partner committed to sustainable and inclusive development, with a strong local presence and alignment with national priorities. In October 2024, SNV re-established its presence in South Sudan through the Community-Driven Rural Development (CDRD) Project, implemented in partnership with GIZ and funded by the EU Green Resilient Economy Fund.
- The overall project objective is to promote green, sustainable, and climate-resilient economic development, while contributing to improved food and nutrition security (FNS) and resilience to climate shocks in South Sudan.

### **Project Outcomes**

- Functional Drip Irrigation Systems: Three fully installed and operational drip irrigation systems in Torit, Yambio, and Juba counties.
- Enhanced Agricultural Productivity: Increased crop yields and improved food security among targeted smallholder farmers.
- Capacity Strengthening to SNV staff, IPs, CAFS and Lead farmers trained and equipped with knowledge on system operation, maintenance, and management.
- Efficient Water Use through adoption of drip irrigation technology.

### **Purpose of the Consultancy**

- The purpose of this Terms of Reference is to engage a qualified technician to install three mini drip irrigation systems in Torit, Yambio, and Juba counties. In addition, the consultant will be responsible for strengthening the capacity of SNV staff, IPs and CAD through training on the operation, maintenance, and management of the systems. The TOR further seeks to establish clear timelines and accountability mechanisms for the installation process, ensuring that the systems are effectively implemented and contribute to the long-term sustainability of agricultural interventions in the targeted communities.

### **Specific Objectives**

The consultant will:

- Ensure efficient water use in crop production.
- Increase agricultural productivity and improve resilience of smallholder farmers in the targeted counties.
- Promote adoption of modern/improved irrigation technologies.
- Build local capacity for operation and maintenance of drip systems

### **Scope of Work**

The consultant will:

- Prepare layout plans for 40m x 40m farm size in the respective counties of Torit, Yambio and Juba.

- Determine the required equipment's for the Installation of irrigation systems according to design specifications, ensuring durability and efficiency.
- Verify system functionality, water distribution uniformity, and pressure levels of the drip irrigation from the respective counties.
- Provide hands on training to SNV, IPs, CAD, CAFS and Lead Farmers on operation, maintenance, and troubleshooting.
- Develop and share a detailed operation, and maintenance guidelines with SNV staff

**Key Deliverables**

- Detailed site assessment report before actual installation
- System design documents and layout of the required size of the farm (40m x 40m).
- Installed and functional drip irrigation systems in the three counties
- Training sessions conducted to SNV staff, IPs, CAD, CAFS, lead farmers on how to operate the irrigation systems.
- Final project completion report including lessons learned and recommendations

**Duration & Level of Effort**

The TOR will be implemented within a period of 20 days with frequent reviews and adjustments as necessary.

**Budget**

Detailed budget to be submitted by contractor in the process of application

<b>Activities</b>	<b>Number of Days</b>	<b>Unit cost (\$)</b>	<b>Total (\$)</b>	<b>Remarks</b>
<b>Expert fees</b>				This can only be reimbursed against proof of payment receipts
<b>Communication</b>	lumpsum			No proof of payment required
<b>Transportation</b>	lumpsum			This can only be reimbursed against proof of payment-receipts
<b>Accommodation</b>	lumpsum			This can only be reimbursed against proof of payment-receipts
<b>Medical cover</b>	lumpsum			No proof of payment required
<b>Total</b>				

**Reporting:**

The consultant will work under the supervision of the project experts (Cereal and horticulture experts. He/she shall consult and closely work in collaboration and guidance of the Project experts and the project technical team in Juba, Yambio and Torit.

**Tax obligation**

The consultancy fee will be subjected to applicable 20% tax as per taxation rule. Payment to the consultant shall be upon the submission of assignment completion report and acceptance by the project. Payment shall be made via bank transfer.

### Payment terms

Payment will be made in installments based on the satisfactory delivery of outputs

Advance mobilize resources and plan logistics	20%
After installation of the irrigation systems in the respective counties and its functionality	40%
After the system is tested and handed over for use, the system is fully operational and meets performance standards as required	40%

### Qualifications and Experience

- At least 5 years of professional experience in the design, installation, and maintenance of drip irrigation systems.
- A strong record of conducting trainings and workshops for NGO staff, farmer groups, and local partners on irrigation technology, system maintenance, and climate smart practices
- Demonstrated ability to manage projects with clear timelines, budgets, and deliverables, including reporting to donors and stakeholders
- Familiarity with the agricultural, environmental, and socio economic context of South Sudan (Torit, Yambio, and Juba counties) or similar regions.

### Reporting and Supervision

- The consultant will report to the SNV Project Technical Team and work closely with agricultural experts based in Juba, Yambio, and Torit. Weekly check-in meetings will be conducted to monitor progress and provide support.

### Application Process

- Interested national consultants or consultancy firms should submit:
- Updated CV (maximum 5 pages).
- Motivation letter.
- Technical proposal (max. 10 pages) in a separate folder
- Financial proposal (including all related costs) in a separate folder.
- Sample of previously developed training material on water irrigation system.

**The deadline for receiving submissions is February 6, 2026.** Only applicants that have been selected for further discussion will be contacted. If you do not hear from us by March 1, 2026, consider your application unsuccessful.

**We do not appreciate third-party mediation based on this advertisement. SNV believes in and follows competent selection procedures to ensure quality outcomes in all its assignments.**