



REQUEST FOR PROPOSAL (RFP) – SUPPLY AND DELIVERY OF OFFICE CONSUMABLES/CLEANING MATERIALS

DATE: November 13, 2023

REFERENCE: FWAR-ZD-SSD-2023-007

Dear Sir / Madam:

We are inviting a limited number of companies who applied for the ZOA Dorcas' 2022/2023 prequalification of Companies request under **CATEGORY A: ; REF: ZOA Dorcas/Supplies/22-23/014 – Supply and Delivery of Office Consumables/Cleaning materials (Sugar, tea, laundry detergents, multipurpose detergents, tissue paper, mosquito kills, etc.)** to submit their offer for the items outlined in this RFP for the period December 2023 to December 2024.

The all-inclusive offer should be the best discounted offer for all the different items outlined below.

S/N	Item Description	QTY	Unit of Measure	Unit price - SSP	Unit price - USD
1	Aromat original(1kg) (TUBS)	1	200g		
2	Baking Powder	1	100g		
3	Beans, Beans in tomato sauce	1	400g Can		
4	Beans, Beans Rose Cocoa	1	1Kg		
5	Beans, Pinto beans	1	1kg		
6	Bio Cooking cream[500ml]	1	500ml		
7	Biscuits, (Cookies), Chocolate Flavored	1	Box (680gx24)		
8	Biscuits, Chocolate (10g)	1	Box (10gx60)		
9	Biscuits, Digestive (400g)	1	Box (400gx12)		
10	Biscuits, Glucose(100Gms)	1	Box (100gx60)		
11	Bread, Bread Crumbs	1	400g		
12	Bread, Brown Bread	1	1kg		
13	Bread, Burns	1	12Pcs/Pack		
14	Bread, Rolls	1	12Pcs/Pack		
15	Bread, White Bread	1	1kg		
16	Butter, Blue band Butter(1Kg)	1	1Kg		
17	Butter, Butter unsalted (Brookside)(500g)	1	500g		
18	Butter, Pastry magerine (20kgs / CTN)	1	20Kg		
19	Cereals, Cornflakes (20x500g)	1	Carton (12x450g)		
20	Cereals, Weetabix	1	900g		

21	Cereals, Weetabix	1	Carton(24x450g)		
22	Cereals, Wheat Flakes (PKTS)	1	1Kg		
23	Chocolate, Drinking Chocolate, Cadbury, Big Size	1	450g Jars		
24	Chocolate, Drinking Chocolate, Cadbury, Small Size	1	225g Jar		
25	Chocolate, Drinking Chocolate, Generic	1	450g Jars		
26	Chocolate, Drinking Chocolate, Generic	1	225g Jar		
27	Coconut , Kara Coconut Cream Powder (12*50g)	1	Carton (300gx24)		
28	Coconut, Dessicated coconut	1	500g		
29	Coffee (med ground-dark) Dormans	1	375g		
30	Coffee Flitropa (1x4)	1	Medium Size		
31	Coffee, Instant	1	200g		
32	Coffee, Java Coffee Ground (375g)Kenya AA	1	375g		
33	Coffee, Nescafe (instant coffee)	1	200g Jar		
34	Coffee, Nescafe (small size)	1	100g Jar		
35	Coloring, Blue food colour [100g]	1	20g		
36	Colouring, Green food colour[50g]	1	20g		
37	Colouring, Yellow food colour [50g]	1	20g		
38	Corns, Sweet corns (Whole kernel)(A G)(250g)	1	250g		
39	Corns	1	400g		
40	Cream, C&B Salad Cream	1	250g		
41	Croma (10kg)(Any)(10kgs / CTN)	1	10Kg		
42	Flour, Unga/Cornflour, Jogoo Brand	1	2Kg		
43	Flour, Gram (PKTS)	1	1kg		
44	Flour, Maize Flour	1	20 Kg		
45	Flour, Maize Flour	1	35 Kg		
46	Flour, Maize Flour	1	15 Kg		
47	Flour, Maize Flour Hostess	1	50Kg		
48	Flour, Wheat Flour (Azam)	1	25Kg Bag		
49	Flour, Wheat Flour (Azam) 2kg (PKT)	1	2Kg		
50	Flour, Wheat Flour (brown) 2Kg (PKTS)	1	2Kg		
51	Fruit cocktail, canned	1	400g		
52	Fruit, Mixed Fruit in Can	1	400g		
53	Fruit, Mixed Fruit Juice(400g)	1	400g		
54	Ice Cream	1	4 Litres		
55	G/Forest Peanut	1	500g		
56	Gerkins, Gerkins Extra Fine jar	1	250g		
57	Granola, Kellogs Fruit & Nut granola	1	Box (500gx12)		
58	Herb, Mixed herb	1	200g		
59	Honey, traditional	1	1kg		
60	Honey, Vitrac pure mild honey (880g)	1	880g		

61	Honey, Safa pure mild honey (880g)	1	880g		
62	Jam, Apricot Fruit Jam 460g (Rhodes)	1	460g		
63	Jam, Jam Red Plum[1kg]zesta][tins]	1	1Kg		
64	Jam, Jam Red Plum[500Gms]zesta][tins]	1	500g		
65	Juice, Cere Delighter Juice(1 litre) (BTLS)	1	1lts		
66	Juice, Mango Juice(5 litres) (BTLS)	1	5Lts		
67	Juice, Mixed juice (5 litre) (BTLS)	1	5lts		
68	Juice, Pineapple juice (5 litre) (BTLS)	1	5Lts		
69	Juice, Powder juice (Tang)	1	2.5 kg Can		
70	Juice, Powder juice (Tri- C - like Tang)	1	2.5 kg Can		
71	Lasagne, P/Zara Lasagne Verdi	1	500g		
72	Marmalade, Orange Marmalade (500gm) (Zesta) (TINS)	1	500g		
73	Match Box (PKTS)	1	Pkt of 10		
74	Mayonaisse (TUBS)	1	960g		
75	Milk, Fresh Milk (Dairy Fresh)	1	500MI		
76	Milk, Fresh Milk (Dairy Fresh)	1	12x1Lts		
77	Milk, Powdered Milk, Hollandia Street (2.5Kg)	1	2.5kg		
78	Milk, Powdered Milk, Hollandia Street (900g)	1	900g		
79	Milk, Powdered Milk, NIDO (2.5Kg)	1	2.5kg		
80	Milk, Powdered Milk, NIDO (900g)	1	900g		
81	Milk, UHT Milk	1	12x 1Lts		
82	Milk, Dairy Fresh UHT Milk without Sugar	1	500MI Pkt		
83	Milo Actigen-E 400G sp	1	400g		
84	Noodles, Instant Noodles	1	80g		
85	Noodles, Instant Ramen Noodles (Indian)	1	80g		
86	Noodles, Macaroni noodles	1	80g		
87	Noodles, spaghetti noodles Carton (20x250g)	1	Carton (20x400g)		
88	Nutella, Nutella Big size (750g) -	1	750g		
89	Nutella, Nutella Big size (750g) - Generic	1	750g		
90	Nutella, Nutella Small size (180g) -	1	350g		
91	Nutella, Nutella Small size (180g) - Generic	1	350g		
92	Nuts, Cashewnuts	1	1Kg		
93	Nuts, Cumin Seed	1	500g		
94	Nuts, Sim sim Seeds	1	1Kg		
95	Nuts, Yankee Ground nut	1	500g		
96	Oats	1	package (500g)		
97	Oats	1	package (400g)		
98	White Oats	1	400g		
99	Oil, Olive Oil Big size (1Lt)	1	1 Lts Bottle		
100	Oil, Olive Oil Small Size(500MI)	1	500MI Bottle		
101	Oil, Tuna in sunflower oil	1	box(48x90g)		

102	Oil, Vegetable oil (Oki) (Elianto)	1	20 Lit		
103	Peanut Butter(400gm) (Nuteez Smooth) (TUBS)	1	510gms		
104	Peas, Chick Peas	1	can (400g)		
105	Peas, Garden Peas	1	400g		
106	Peas, Green Gram, Ndengu (KGS)	1	1Kg		
107	Peas, Green Peas (KGS)	1	1Kgs		
108	Peas, Green Peas	1	400g		
109	Pepper, White pepper 100g	1	100g		
110	Potato Chips Pringles Brand	1	75g		
111	Potato Chips Pringles Brand	1	165g		
112	Popcorn	1	800g		
113	Popcorn	1	284g		
114	Raisins, Raisins 200g (Golden Delight)	1	200g		
115	Rice, Rice (Basmati)	1	2Kg		
116	Rice, Rice (Basmati)	1	5Kg		
117	Rice, Rice (Long Grain)	1	20 Kg		
118	Rice, Rice (Thai Long Grain)	1	20 Kg		
119	Rice, Rice Pishori (KGS)	1	20 Kg		
120	Rice, Basmatic Parboiled Rice (KGS)	1	10 Kg		
121	Salad, Italian Salad Dreasing 250ml	1	250ml		
122	Salad, Salad Dressing 250ml	1	250ml		
123	Salt , Salt Melvin [500g]	1	500g		
124	Salt , Salt (1kg) (Kensalt) (KGS)	1	1Kg		
125	Sauce , BBQ Sauce	1	500g		
126	Sauce , Hot & sweet chilli sauce (400grammes) (BTLS)	1	400g		
127	Sauce , Hot Chilli Sauce	1	340g jar		
128	Sauce, Chilli Sauce	1	can (340g)		
129	Sauce, Light	1	500g		
130	Sauce, Mustard sauce	1	225g		
131	Sauce, red chilli pepper (60gm)	1	60g		
132	Sauce, Soy Sauce(750gms)Dark (BTLS)	1	500g		
133	Sauce, Soya Chunks Natural	1	500g		
134	Sauce, Tarragon sauce	1	500g		
135	Sauce, tobasco hot sauce (red)	1	60g jar		
136	Sauce, tobasco sauce	1	60 ml		
137	Sauce, Tomato Ketchup(400grammes) (BTLS)	1	400g		
138	Sauce, Tomato Ketchup(340grammes) (BTLS)	1	340g		
139	Sauce, Tomato Ketchup(5ltrs)(Any) (CNTNRS)	1	5Lts		
140	Sauce, Tomato Paste (1kg)(Kenylon) (TINS)	1	1Kg		
141	Sauce, Tomato Paste	1	400g		
142	Sauce, Worcestershire sauce	1	250g		
143	Skewers	1	500g		

144	Soda - Pepsi, Sprite, Diet Pepsi - 24 cans (330MI)	1	24 Cans		
145	Spaghettine, (400gm)(Santa Lucia) ((20x500G)	1	Carton (20x500G)		
146	Spices, Agina moto (spices)	1	500g		
147	Spices, Almonds	1	500g		
148	Spices, Beef cube – no chili (6pack)	1	51g		
149	Spices, Black pepper (100gm)	1	100g		
150	Spices, Capers in Vinegar	1	1lts		
151	Spices, Cardamon (100gm)	1	100g		
152	Spices, Cinnammon (TINS)	1	250g		
153	Spices, Cocoa (TINS)	1	320g		
154	Spices, Curry powder	1	100g		
155	Spices, Curry powder (1Kg)	1	1Kg		
156	Spices, Dry mustard	1	500g		
157	Spices, Garam masala (100gm)	1	250g		
158	Spices, Garlic, Dry	1	500g		
159	Spices, Gravy mix[powder] 500g	1	500g		
160	Spices, Knorr Chicken cube (6packs)	1	6 Packs		
161	Spices, Knorr Dress light yoghurt & herb	1	500g		
162	Spices, Marforam (Oregano) (50gm) (Any) (PKTS)	1	50g		
163	Spices, Orange food colour [50g]	1	50g		
164	Spices, Pilau Masala	1	100g		
165	Spices, Royco	1	1 Kg		
166	Spices, Royco	1	500g		
167	Spices, Sage	1	20g		
168	Spices, Spanish Paprika	1	100g		
169	Spices, Trop/Heat Ground Nutmeg	1	100g		
170	Spices, Tumeric[100g]	1	100g		
171	Spices, Fish Masala	1	100g		
172	Spices, Mixed Spice	1	500g		
173	Spices, Coriander	1	100g		
174	Spices, Aromat	1	70g		
175	Spices, Tumcre	1	100MI		
176	Spices, Tandoori Masala	1	100g		
177	Steel Wool	1	750g Rolls		
178	Sugar	1	50 Kg		
179	Sugar	1	25 Kg		
180	Sugar	1	10 Kg		
181	Brown Sugar	1	50Kg		
182	Sugar, brown sugar	1	1kg bag		
183	Sugar, Custered Sugar(500gms)(Any)	1	500g		

184	Sugar, Icing Sugar(500gms)(Any) (PKTS)	1	500g		
185	Syrup, Strawberry Syrup (624g)(Any)	1	624g		
186	Tea, Enveloped Tea bags (200g) (Ketepa)	1	200g		
187	Tea, Green Tea (100Pcs)	1	200g		
188	Tea, Hibiscus	1	Pkt		
189	Tea, Ketepa 200g	1	Pkt		
190	Tea, Ketepa 100g	1	Pkt		
191	Ketepa Tea Leaves 50g	1	1Kg		
192	Tea, Lipton Yellow - Small	1	Pkt		
193	Tea, Lipton Yellow Large	1	200g		
194	Tea, Tea Leaves (500gms) (Ketepa) (PKTS)	1	500g		
195	Tea, Tea Masala	1	100g		
196	Thyme	1	20g		
197	Tomato, Tin Tomato (400g)	1	400gTins		
198	Tomatoes, canned	1	can (400g)		
199	Tomatoes, Peeled	1	400g		
200	Tooth Picks (1x12)	1	Dozen		
201	Vanila, Vanila essence 250ml	1	250ml		
202	Vanila, Vanila essence 500ml	1	500ml		
203	Veebol (10kg)(Any)(10kgs / CTN)	1	10Kg		
204	Vegetable, mixed vegetable (canned)	1	can (400g)		
205	Vim lemon Cleaner 1kg	1	1Kg		
206	Vinegar	1	500ml		
207	Yeast, Dry	1	500g		
208	Yeast, Yeast (500gms)(Angel) (PKTS)	1	500g		
209	Yoghurt, Natural Yoghurt[Brookside]	1	3lts		
210	Bacon , Back bacon	1	kgs		
211	Beef, Beef Ribs	1	kgs		
212	Beef, Beef vienas	1	kgs		
213	Beef, Minced Beef	1	kgs		
214	Beef, normal fillet	1	kgs		
215	Beef, true fillet	1	kgs		
216	Beef, Fresh Cow Meat	1	kgs		
217	Cheese, Cheddar cheese	1	kgs		
218	Cheese, Cheddar cheese	1	250g		
219	Cheese, Mozarella Cheese	1	kgs		
220	Cheese, Mozarella Cheese	1	250g		
221	Cheese, White cheese	1	kgs		
222	Cheese, White cheese	1	250g		
223	Chicken, Boneless chicken	1	kgs		
224	Chicken, Capon Frozen - 1.2-1.4kg chicken	1	kgs		
225	Chicken, Chicken Breast	1	kgs		

226	Chicken, Wings	1	kgs		
227	Fish, Tilapia	1	kgs		
228	Fish, Fillet	1	kgs		
229	Fish, Daga/Omena	1	kgs		
230	Goat, Goat Ribs	1	Kgs		
231	Ham	1	kgs		
232	Lamb, Lamb Chops	1	Kgs		
233	Peanut Butter - Generic	1	kgs		
234	Peanut Butter - Traditional	1	kgs		
235	Pork, Shoulder Chops,	1	Kgs		
236	Sausages, Value Pack Beef Sausages	1	kgs		
237	Sausages, Value Pack Pork Sausages	1	kgs		
238	Sausages, Value Pack Chicken Sausages	1	kgs		
239	White Tuna	1	185g		
240	Yoghurt (vanilla, mango, butterscotch, strawberry) - Juba made	1	2litre		
241	Yoghurt (vanilla, mango, butterscotch, strawberry)-Dairy Top	1	2litre		
242	Yoghurt (vanilla, mango, butterscotch, strawberry)-Dairy Top	1	500ml		
243	Yoghurt Snowman (vanilla, mango, butterscotch, strawberry) - Juba made	1	500MI		
244	Yoghurt Milkman (vanilla, mango, butterscotch, strawberry)	1	500MI		
245	Apples	1	10Kg		
246	Apples	1	kg		
247	Apples	1	pc		
248	Avocado	1	10kg		
249	Avocado	1	kg		
250	Avocado	1	pc		
251	Baby Morron	1	10kg		
252	Baby Morron	1	kg		
253	Baby Morron	1	pc		
254	Bananas	1	Stack of Large Bananas		
255	Bananas	1	Buch of 10 Large Bananas		
256	Bananas	1	Pc		
257	Bay Leaves	1	20g		
258	Beans	1	50Kgs		
259	Beans, Rose Coco	1	50Kg		
260	Beans	1	20Kg		
261	Beans	1	1Kg		
262	Broccoli	1	10kg		
263	Broccoli	1	kg		

264	Broccoli	1	pc		
265	Canned Beans	1	400g		
266	Carot	1	10kg		
267	Carot	1	kg		
268	Chic Peas in can	1	400g		
269	Chic Peas in can	1	400g		
270	Cucumber	1	10kg		
271	Cucumber	1	kg		
272	Cucumber	1	pc		
273	Dry Garlic	1	5Kg		
274	Dry Garlic	1	kg		
275	Dry Yeast	1	500g		
276	Dry Yeast	1	400g		
277	Duma (Arrow Root) Yams	1	10kgs		
278	Duma (Arrow Root)	1	1Kg		
279	Eggs	1	1 tray (24 eggs)		
280	Egyptian Beans	1	50kg		
281	Egyptian Beans	1	20Kg		
282	Egyptian Beans	1	1Kg		
283	Egg Plant	1	1Kg		
284	Fresh Corriander Leaves	1	Bundle(15-20 Leaves)		
285	Fresh Chilli	1	Kg		
286	Fresh Tomato	1	50Kg		
287	Fresh Tomato	1	10kg		
288	Fresh Tomato	1	kg		
289	Fresh Tomato	1	pc		
290	Garlic	1	5kg		
291	Garlic	1	1Kg		
292	Green beans	1	5kg		
293	Green beans	1	1Kg		
294	Green pepper	1	5kg		
295	Green pepper	1	1Kg		
296	Ginger	1	1Kg		
297	Jirjir	1	Bundle(15-20 Leaves)		
298	Kales	1	Bundle(15-20 Leaves)		
299	Lemon	1	5kg		
300	Lemon	1	1Kg		
301	Lentils (Cow Peas)	1	50Kg		
302	Lentils	1	20Kg		
303	Lentils	1	1Kg		

304	Mangoes	1	20kg		
305	Mangoes	1	10Kg		
306	Mangoes	1	1kg		
307	NUTS, raw ground nuts (shelled)	1	10kgs		
308	NUTS, raw ground nuts (shelled)	1	1kg		
309	NUTS, roasted ground nuts (shelled)	1	10Kg		
310	NUTS, roasted ground nuts (shelled)	1	1kg		
311	Okra, Ladies Finger	1	1Kg		
312	Onions	1	100 Kg		
313	Onions	1	50kg		
314	Onions	1	20kg		
315	Onions	1	1Kg		
316	Oranges	1	20kg		
317	Oranges	1	10Kg		
318	Oranges	1	1kg		
319	Passion Fruits	1	1Kg		
320	Pawpaw	1	20kg		
321	Pawpaw	1	10Kg		
322	Pawpaw	1	1kg		
323	Pineapples	1	20kg		
324	Pineapples	1	10Kg		
325	Pineapples	1	1kg		
326	Pineapples	1	Pc of 2Kgs		
327	Potatoes	1	100 Kg		
328	Potatoes	1	50kg		
329	Potatoes	1	20kg		
330	Potatoes	1	1Kg		
331	Rose Mary Leaves	1	20g		
332	Spinack	1	Bundle(15-20 Leaves)		
333	Sweet Potato	1	20kg		
334	Sweet Potato	1	10Kg		
335	Sweet Potato	1	1kg		
336	Watermelons	1	20kg		
337	Watermelons	1	10Kg		
338	Watermelons	1	1kg		
339	Watermelons	1	Pc of 3Kg		
340	White Cabbage	1	10kgs		
341	White Cabbage	1	pc		
342	Whole Mushroom	1	400g		
343	Zuchini	1	1Kg		
344	Paper Napkins/Servietts	1	Packet		
345	Toilet Paper - 10Pcs/Pack - High Quality	1	10Pcs Rolls		

346	Axion	1	400g		
347	Super Brite, Simba	1	5Pcs Packet		
348	Bamboo Skewole	1			
349	Cling Film	1	30cm x 300m Box		
350	Aluminium Foil	1	45cm x 150/300 Box		
351	Kisira	1	pieces		
352	Round South Sudanese bread	1	pieces		
353	Casava Flour (White Colour)	1	Kgs		
354	Rigila	1	Heaps		
355	Adesh (Yellow Cowpeas)	1	Kgs		
356	Gudura (heaps of 500 ssp each)	1	Heaps		
357	Local Chicken	1	Pieces		
358	Liver	1	Kgs		
359	Sweet small original Bananas	1	Bunches		
360	South Sudanese Mangoes (medium sizes)	1	Heaps		
361	Green vegetables	1	Heaps		
362	Chicken cubes	1	Box		
363	Green Chili	1	Kg		
364	fresh - white simsim	1	Big Cups		
365	Kurjali	1	piece		
366	Girifa	1	Heap		
367	Local Kombo (a qty of 500 ssp)	1	heap		
368	Samar	1	Heaps		
369	Sweets- (Eclairs)	1	Packets		
370	Fresh Mangoes-medium sizes	1	Pieces		
371	Normal Bread for Food	1	Pieces		
372	Bargas Bread	1	Pieces		
373	Bread for Hot Dog	1	Pieces		
374	Mustered-American gorden	1	Tin		
375	Charcoal	1	Sack		
376	Rosemary 20g	1	Tins		
377	Roasting Sticts	1	Packets		
378	Gonga (Plaintain) 4 pieces per cluster	1	Stack		
379	Binyebwa	1	Kgs		
380	Cow meat (Meet and burns mixed)	1	Kgs		
381	Local Pork (behind leg/thigh	1	Kgs		
382	Chicken Masala	1	pcs		
383	Jack fruit	1	pcs		
384	Local sweet bananas (big size bunch)	1	Batch		
385	Koreanda Fish	1	Pcs		

386	Energy Drink (Rock Boom)	1	Catons (24 bottles)		
387	Assorted juice carton	1	12 packets x 1 liter)		
388	Indomie Chicken flavor	1	Box of 40 packets per box		
389	Cinamon powder 100g	1	Tin		
390	Tahania 1kg	1	1 box of 12 packets		
391	Pumkin	1	Pcs		
392	Ethopian Beri Beri	1	Pcs		
393	Museli	1	pcs		
394	Agro Juice	1	each		
395	skewers bambo	1	pcs		
396	Soy sauce dark or light	1	500 ml		

Proposals should be submitted by **Thursday November 23rd, 2023, 02:00 Pm**, South Sudan time, via email to the address below:

ZOA Dorcas South Sudan

Email: procurement.southsudan@zoadorcas.ngo (Note that there is a . (dot) between procurement and South Sudan)

Your proposal must be expressed in the English language, and valid for a minimum period of 12 months.

In the course of preparing your proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by ZOA Dorcas after the deadline indicated above, for whatever reason, shall not be considered for evaluation. All proposals should be submitted by email, with your company name and reference number in the subject line. Kindly ensure that your proposal is on your company letter head/quotation form, that they are signed/stamped and in pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP.

The proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected for evaluation, and onward arrangement for a 12 months framework agreement. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by ZOA Dorcas, and the unit price shall prevail, and the total price shall be corrected. If the service provider does not accept the final price based on the re-computation and correction of errors, its proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by ZOA Dorcas after it has received the proposal. Please double check your submission.

Please be advised that ZOA Dorcas is not bound to accept any proposal, nor award a contract or purchase order, nor be responsible for any costs associated with a service providers preparation and submission of a proposal, regardless of the outcome or the manner of conducting the selection process.

ZOA Dorcas encourages every prospective service provider to prevent and avoid conflicts of interest, by disclosing to ZOA Dorcas if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

ZOA Dorcas implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against ZOA Dorcas, as well as third parties involved in ZOA Dorcas activities. You will be required to submit along with your proposal a signed ZOA Dorcas supplier code of conduct (Annex 5) even though you may have submitted during the prequalification.

ZOA Dorcas has a zero tolerance to SEXUAL HARRASMENT, EXPLOITATION & ABUSE and also to abuse against Children. Any bidder known to have indulged in such practice now or during this bidding process will be disqualified with the immediate effect.

Your company and its director(s) shall be subjected to vetting (MemberCheck) against list of listed companies or individuals on OFAC, EU, USA, South Sudan list of sanctions. Please submit a copy of the passport or Nationality ID biodata page of your company Director(s) + their email addresses together with your proposal.

Vendors doing business with ZOA will be screened on anti-corruption due diligence before ZOA confirms an order or contract. By submitting this offer, the supplier agrees that his data may be used for such a screening and that the supplier will be registered in the ZOA ERP software."

This Call for expression of interest is simply an invitation to you to submit a proposal in accordance with this call for proposal document. This Call for proposal does not constitute an offer of any kind on the part of ZOA Dorcas.

Thank you and we look forward to receiving your proposal.

Sincerely yours,



Jeroen Keuning

**Country Director
ZOA Dorcas South Sudan**

