



TENDER FOR SUPPLY OF RAMADAN FOOD 2023, REF №; IRSS-JUB-02/07-23

BACKGROUND/INTRODUCTION

Islamic Relief South Sudan is an international humanitarian organization that has been working with vulnerable communities in South Sudan since 2004. With funding obtained from IRW HQ, Islamic Relief South Sudan implementing Ramadan Food Distribution Project 2023 aimed at improving the food security of the beneficiaries Through distribution of food parcels. IRW-SS aims at reducing suffering, hunger, and starvation during the holy month of Ramadan by ensuring that foodstuff is distributed to the vulnerable households.

In this regard IRW-SS is looking for a competent bidder to supply food items to target households in Juba town (within 10km radius).

Our vision:

Inspired by our Islamic faith and guided by our values, we envisage a caring world where communities are empowered, social obligations are fulfilled and people respond as one to the suffering of others.

Our mission:

Exemplifying our Islamic values, we will mobilize resources, build partnerships, and develop local capacity, as we work to:

- Enable communities to mitigate the effect of disasters, prepare for their occurrence and respond by providing relief, protection and recovery.
- Promote integrated development and environmental custodianship with a focus on sustainable livelihoods.
- Support the marginalized and vulnerable to voice their needs and address root causes of poverty.

We allocate these resources regardless of race, political affiliation, gender or belief, and without expecting anything in return.

INTRODUCTION

The Overall purpose of the Procurement is.

- a) To get potential food suppliers to supply high quality food items to IRW-SS project sites; and
- b) To ensure right type, quality and quantity of food items are procured and delivered to IRW-SS project sites.

The focus would be considering the type, quality, and quantity of food supplies; company credibility and potential to supply of the required items.

DELIVERY DETAILS

Case

Supplier must have import permission or be able to supply locally from South Sudan.

Delivery Destination

Delivered Duty Paid (DDP) to defined destinations inside South Sudan (10 Km JUBA) as a “just in time” exercise and as a matter of great urgency.

BILL OF QUANTITIES

Please also use our table when filling the prices. If you do not have the item just keep it empty. Your offer should be for the quantity that we request, not less and not more.

Please only use USD (\$) as the currency for your offers as per the guidelines.

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Description of items

Contents	Unit of Measurement	Unit per Household	Approximate Total Number of Food Packs	Total Amount in KG/Litre
Maize Flour (50Kg)	Kg	50	4000	200,000
Belila beans (5Kg)	Kg	5	4000	20,000
Adas (5Kg)	Kg	5	4000	20,000
Sugar (5Kg)	Kg	5	4000	20,000
Cooking oil (3litre)	Litre	3	4000	12,000
Salt (1Kg)	Kg	1	4000	4,000

The supplier should consider the following:

- a) Branding of the cartons/bags of food items with Islamic Relief Logo project description including the right holder's entitlement for visibility and accountability.
- b) Right quality and quantity of food items are supplied.
- c) Transportation to the project sites. All the procured food items to be supplied to the project site (Juba within radius of 10KM). The vendor shall deliver the food items to distribution sites identified by IRW-SS.

All tenders are required to be submitted before **Friday 15th February 2023 4.00pm (Local time)** pursuant to the attached guidelines for submitting a quotation and be returned to; **IRSS TENDER BOX hand delivery is preferable** upon registration on the bid receipt form.

For any issues relating to the tender or its contents please email directly to; IRSS.Tender@islamic-relief.com.ss

All quotation providers are requested to fill in Appendix 1 and 2 below when submitting their proposal to IRW.

APPENDIX 1

Summary of Bid Prices

<i>No.</i>	<i>Description</i>	<i>Total Price in USD (\$)</i>
1	Grand Total Bid Price	
2	Discount Ratio (if any) ... % and the amount	
3	Grand Total after Discount	
4	Delivery time scales (in days)	

We have carefully checked and examined all bid documents and we are offering the costs above on a fixed basis and they are not subject to any changes or alterations including those due to currency fluctuations.

Total Price **USD (\$)**

In words [_____]

Bidder's Signature

Stamp

Date

Bidder is required to stamp this document with their legal company stamp no bid will be accepted without a genuine company stamp

APPENDIX 2

Please ensure documentation trail below is followed the below sequence;

- a) Price/Quotation/Amount
- b) Updated Company Profile with all registration certificates i.e. registration certificate, operation license, tax clearance/TIN, membership certificate (Chamber of commerce, Industry and agriculture Import and export License)
- c) Relevant Experience
- d) Value of contracts completed in similar trade (last two year)
- e) Delivery time
- f) Delivery Location
- g) Duration of validity of quotation
- h) Company Bank statement for the last 03 months i.e. November and December 2022, and January 2023 with sufficient balance to accomplish the task.

NB. All above documents should be in the same sequence and divided by separators.

Supplier Code of Conduct

1 Islamic Relief's Supplier Code of Conduct

2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights;

and

Principle 2: Make sure that they are not complicit in human rights abuses.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour;

and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility;

and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.