

**Juba, 28<sup>th</sup> Feb 2024**

Malteser International Request for Quotations RFQ-JUB-2024\_0026 for supplies and delivery of latrines construction materials to Bori village (Ruduki and Hi mederesa) of Ladu payam respectively.

### **RFQ\_JUB\_2024\_0026**

Malteser International Request for Quotations RFQ-JUB-2024\_0026 for supplies and delivery of construction materials to Bori village (Ruduki and Hi mederesa) of Ladu payam respectively)

#### **Annex 1 Specification of Tendering**

#### **Annex 2: Bill of Quantity**

We look forward to receiving your tenders by or before the submission deadline on **1<sup>st</sup> March;2024 before 12:00PM\_Central African Time** via E-mail to: [mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org)  
Please write in the Subject line of your email with tender: **RFQ\_JUB-2024\_0026** for supplies and delivery of construction materials to Bori village (Ruduki and Hi mederesa) of Ladu payam.

Thank you for your cooperation.

Sincerely Yours,



#### **South Sudan Coordination Office**

Malis Edward; Logistics officer  
Plot No. 445, Block 3, Kololo - US Embassy Road.  
Central Equatorial State, Juba.  
Tel: +211 (0) 914 992 287 / Tel: +211 (0) 926 595 060 [malis.edward@malteser-international.org](mailto:malis.edward@malteser-international.org)  
[www.malteser-international.org](http://www.malteser-international.org)  
Malteser International Europe/Malteser Hilfsdienst e. V., County Court  
Cologne, VR 4726  
Executive Board: Karl Prinz zu Lowenstein, Dr. Elmar Pankau, Douglas Graf Saurma-Jeltsch, Verena Hölken

#### **SPECIFICATION OF BIDDING**

Related to our advertised Request for Quotations RFQ-JUB-2024 0026 for supplies and delivery of construction materials to Bori village (Ruduki and Hi mederesa) of Ladu payam in Juba County, in Juba South Sudan

Under the following reference number:

Donor project numbers: 1345-JUB

#### **1. Description of the organization and its activities**

Malteser International, the worldwide relief agency of the Sovereign Order of Malta for humanitarian aid, has more than 50 years of experience in humanitarian relief and covers around 100 projects in some 20 countries in Africa, Asia, and the Americas, annually. It provides aid in all parts of the world without distinction of religion, race, or political persuasion.

n. Christian values and the humanitarian principles of impartiality and independence are the foundation of its work.

In South Sudan, Malteser International operates in Juba, Yei, Wau, Maridi and Rumbek. In these locations, it' activities include Health and Nutrition, Food Security and Livelihood, Water Sanitation and Hygiene and Health Programs.

### Objective of RFQ:

In accordance with the overall targets of above-mentioned operations, Malteser International plans to order Latrines construction Material.

The technical specifications and conditions of the tendering process are described below in the Specification of Tendering and in Annex 2: Bill of Quantity which are part of this RFQ.

Suppliers are invited to present tenders complying with the requirements here below specified.

### 2. Tenders Presentation

The tender shall be Submitted: via E-mail to: [mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org) The deadline for the delivery of the tenders is: **1<sup>st</sup> March 2024 before 12:00PM Central African Time,**

- The tender shall be written in English.
- The tender should be valid for **30 days after the deadline.**
- The format BoQ can be used or a separate one depending on supplier's choice.

### 3. General conditions

- The tender shall be typed or written and signed on each page by the legal representative of the supplier,
- The winning supplier might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
- The prices of the tender will be expressed in United States Dollars. The prices must be on unit price basis as well as by totals,
- The prices will be considered fixed. No additional change of whatsoever nature and type will be accepted by Malteser International,
- Malteser International reserves the right to accept or reject all tenders depending on prevailing condition at the time.

### 4. Annexes I technical specification

No.	Description	Unit	Quantity
1	Teak Logs, (180 to 200mm diameter) of 3meters long	Pcs	400
2	Teak Poles (100mm diameter)	Pcs	500
3	Iron sheets 28G (red)	Pcs	200
4	Asorted Nails (4")	Kg	50
5	Asorted Nails (3")	Kg	50
6	Asorted Nails (2")	Kg	50
7	Roofing Nails	Pcs	100
8	Hard Timber (3x2)	Pcs	400
9	PVC pipe 3meters of (100mm diameter 1x4) inch including the cover	Pcs	100
10	Teak Logs, (180 to 200mm diameter) of 3meters long	Pcs	400
11	Teak Poles (100mm diameter)	Pcs	500
12	Iron sheets 28G (red)	Pcs	200

## 5. Validity of tenders

Each company is bound to the tender submitted for a period of 30 days from the deadline for submission of tenders.

## 6. Language of tender

All tenders, official correspondence between companies and MI, as well as all documents associated with the tender request will be in English.

## 7. Submission of tender

Each tender must have submitted via E-mail to: [mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org) on **1<sup>st</sup> March 2024 Before 12:00 PM (Central African Time)**,

## 8. Content of tender

All submitted tenders must conform to the requirements mentioned in the RFQ. Furthermore, they must include the following documents:

**Part 1 - Tender:** the format of this BoQ can be used or a separate one depending on supplier's choice. Additional sheets may be attached for further details.

### Part 2 - Legal documents

- Copy of the company's certificate of incorporation, Commerce registration, Tax Identification Certificate of Operation
- Copy of Chamber of Commerce registration,
- Copy Tax Identification Certificate,
- Copy of Certificate of Operation,
- Company's Bank Statement of last three months,
- Company's official address,
- Bank account details (where money would be paid),

## 9. Ownership of tender

MI reserves/funds ownership of all tenders received. Therefore, bidders will not be able to stipulate requirements that their tenders are to be returned.

## 10. Opening of submitted tenders

The tenders will be opened on **28<sup>th</sup> of Feb 2024**, in Malteser International Country Coordination Office in Juba, South Sudan, by the Evaluation committee. The selection process will be recorded in writing by the committee.

## 11. Tenders' evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications and quality standards, and the capacity to deliver, delivery time and meet timeframes as specified. The work will be awarded to the winning bidder according to the timetable mentioned above.

### 13) Specific Technical and Financial Evaluation Criteria to standards:

- Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by evaluation committee.
- Contract will directly be issued to the selected supplier upon approval.

### 14) Terms of payment

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

- Payment terms will be within 10 business days after receipt of goods and invoice, by electronic bank transfer.

The quantities stated against each item of the Bill of Quantities (BOQ) are the estimated quantities and are therefore provisional. The contractor shall be paid for actual quantities used.



**Annex I Bill of Quantity**

No.	Description	Unit	Quantity	Unit Price USD	Total USD
1	Teak Logs, (180 to 200mm diameter) of 3meters long	Pcs	400		
2	Teak Poles (100mm diameter)	Pcs	500		
3	Iron sheets 28G (red)	Pcs	200		
4	Asorted Nails (4")	Kg	50		
5	Asorted Nails (3")	Kg	50		
6	Asorted Nails (2")	Kg	50		
7	Roofing Nails	Pcs	100		
8	Hard Timber (3x2)	Pcs	400		
9	PVC pipe 3meters of (100mm diameter 1x4) inch including the cover	Pcs	100		
Total					

Date 28<sup>th</sup> Feb 2024

On behalf of Malteser International:

Sincerely,



**South Sudan Coordination Office**

Malis Edward; Logistics officer

Plot No. 445, Block 3, Kololo - US Embassy Road.

Central Equatorial State, Juba.

Tel: +211 (0) 914 992 287 / Tel: +211 (0) 926 595 060 [malis.edward@malteser-international.org](mailto:malis.edward@malteser-international.org)

[www.malteser-international.org](http://www.malteser-international.org)

Malteser International Europe/Malteser Hilfsdienst e. V., County Court

Cologne, VR 4726

Executive Board: Karl Prinz zu Lowenstein, Dr. Elmar Pankau, Douglas Graf Saurma-Jeltsch, Verena Hölken