

REQUEST FOR QUOTATION FOR FRAMEWORK AGREEMENT -TRANSPORTATION SERVICE

CARE is a humanitarian and development non-governmental organization committed to working with poor women, men, boys, girls, communities, and institutions to have a significant impact on the underlying causes of poverty. CARE seeks to contribute to economic and social transformation, unleashing the power of the most vulnerable women and girls. CARE's operations in South Sudan dates back to the early 1980s, focusing on emergency and disaster relief to the conflict affected populations. Currently, CARE South Sudan works in the six States of; Unity, Jonglei, Eastern Equatoria, Bahr el Ghazel, Central Equatoria and Upper Nile States, addressing both humanitarian and recovery/development needs. In development/recovery programming, CARE South Sudan focuses on five broad areas namely Peace Building, Gender and Protection, Food security and Livelihoods, Nutrition and Health, and Partnership and advocacy.

Description of Services

Care International South Sudan will procure goods and services on a regular basis throughout the year, as per program need. We are now calling for competent and reputable TRANSPORT COMPANIES/Service Providers for **TRANSPORTATION SERVICE** to carry project goods/materials to various project locations and for staff movement within Juba.

Issuance Date	Friday 2 nd September 2022
Closing Date	Thursday 15 th September 2022
Activity Title	Transportation Service
Determination of Award	Technically acceptable, reasonable price, best value.
Quotation Validity	Quotations must be valid at least for twelve months
Award Type	Fixed Price Framework Agreement for 12 Months
Submission Deadline	Quotations must be received No-Later-Than 4:00PM Juba time, Thursday 15 th September 2022
Submission Address	<ul style="list-style-type: none">- Hard copies can be delivered IN A SEALED ENVELOPE clearly labeled with the name of the vendor and the RFQ activity Title to CARE Office located at NPA Building 3rd Floor Opp Unicef Office-Juba South Sudan.- All hard copies shall be registered with CARE receptionist during submission.- Electronic submission can be sent to SSD.procurement@care.org and Gabriel.Puja@care.org- For electronic submission, quotation in excel format is preferred.
Questions related to the RFQ	<ul style="list-style-type: none">- Questions regarding the RFQ shall be submitted to: SSD.procurement@care.org and Gabriel.Puja@care.org no later than Thursday, 8 September 2022; 1400 hrs. (SOUTH SUDANESE LOCAL Time).- Care International South Sudan will not respond to questions pertaining to this RFQ over the phone.
Bank Account:	Awarded Bidder should provide a full bank account information for the purpose of wiring payments

Annex 1- Service Detail specification (Truck)

Line Item	Item	Specifications	Quantity	No. of Units	Unit Cost	Total Cost in USD
1	Truck	Ground Transportation carrying Care's project supplies from Juba to Bor. Cost include loading, off-loading and Road clearances.	1	MT		
2	Truck	Ground Transportation service Carrying Care's project supplies from Juba to Rumbek. Cost include loading, off-loading and Road clearances.	1	MT		
3	Truck	Ground Transportation Service carrying Care's project supplies from Juba to Torit. Cost include loading, off-loading and Road clearances.	1	MT		
4	Truck	Ground Transportation Service carrying Care's project supplies from Juba to Nimule. Cost include loading, off-loading and Road clearances.	1	MT		
5	Truck	Ground Transportation Service carrying Care's project supplies from Juba to Ikwotos. Cost includes loading, off-loading and Road clearances.	1	MT		
6	Truck	Ground Transportation Service Carrying Care's Project supplies from Juba to Wau. Cost include loading, off-loading and Road clearances.	1	MT		
7	Truck	Ground Transportation Service Carrying Care's Project Supplies from Juba to Pibor. Cost loading, off-loading and Road clearances.	1	MT		
8	Truck	Ground Transportation Service carrying Care's Project supplies from Juba to Pariang. Cost include loading, off-loading and Road clearances.	1	MT		
9	Truck	Ground Transportation service carrying Care's project supplies from Juba to Yida. Cost include loading, off-loading and Road clearances.	1	MT		
10	Truck	Ground Transportation service carrying Care's project supplies from Torit to Ikotos. Cost include loading, off-loading and Road clearances.	1	MT		
11	Truck	Ground Transportation service carrying Care's project supplies from Torit to Magwi. Cost include loading, off-loading and Road clearances.	1	MT		
12	Truck	Ground Transportation Service carrying project supplies from Rubkona to Rubkona Payams-10kms. Cost include loading, off-loading and Road clearances.	1	MT		
13	Truck	Ground Transportation service carrying Care's project supplies from Rubkona	1	MT		

		to Bentiu Payams. Cost include loading, off-loading and Road clearances.				
14	Truck	Ground Transportation service Carrying Care's project supplies from Pariang to Bentiu Payms. Cost include loading and off-loading	1	MT		
15	Truck	Ground Transportation service carrying Care's project supplies from Bor to Pibor. Cost include loading, off-loading and Road clearances.	1	MT		
16	Truck	Ground Transportation Service carrying Care's project supplies from Juba to Mangalla IDP Camp. Cost include loading, off-loading and Road clearances.	1	MT		
TOTAL USD						

NB:

1. The truck shall also generally carry accessories like basic tool kits, fire extinguisher , shovel –Pick and rope or any other mechanism to pull the vehicle during emergency and consumable spares, rain coat, umbrella, torch light, first aid box etc.
2. While travelling out of Juba, the **Service Provider** will make arrangements on his own for the stay/accommodation of the driver.
3. The truck should have comprehensive insurance coverage and insurance coverage for goods in transit.
4. All miscellaneous expenses that would include during the transportation but cost that are not part of the agreement will be the responsibility of the **Service Provide**

Annex 2- Service Detail specification (Speed boat)

Line Item	Item	Specifications	Quantity	No. of Units	Unit Cost in USD	Total Cost in USD
1	Speed boat	Water Transportation carrying Care's project supplies from Juba to Bor. Cost include loading, off-loading and Road clearances.	1	MT		
2	Speed boat	Water Transportation carrying Care's project supplies from Bor to Panyagor Cost include loading, off-loading and Road clearances	1	MT		
3	Speed boat	Water Transportation carrying Care's project supplies from Juba to Koch (Manga). Cost include loading, off-loading and Road clearances	1	MT		
4	Speed boat	Ground Transportation Service carrying Care's project supplies from Juba to Mangala. Cost include loading, off-loading and Road clearances.	1	MT		
Total USD						

NB:

1. The Speed Boat should have insurance coverage and insurance coverage for goods in transit.
2. Loading and offloading miscellaneous expenses that are not part of the agreement will be the liability of the Service Provider.

Annex 3- Service Detail specification (For staff pick up and drop in Juba)

Routings

S. No	Quantity	Description (Pick and drop services)	Routing	Unit cost in USD	Total Cost in USD
1	2 trips	Staff Pick and drop (Morning and Evening)	<u>Shirikat route</u> It covers Konyokonyo, Hai Kassava, Gumbo and Shirikat.		
2	2 trips	Staff Pick and drop (Morning and Evening)	<u>Rock city route</u> This includes Nyokuron West & East, part of Mauna, Hai Tharawa , Hai Thoura and Rock city.		
3	2 trips	Staff Pick and drop (Morning and Evening)	<u>Gurei route</u> It covers Gudele one, Gudele two, Gurei, Lemon Gaba. (Twenty-seater vans)		
4	2 trips	Staff Pick and drop (Morning and Evening)	<u>Lologo route</u> It covers Atlabara A, Kator, Lologo one, Lologo two Hai Kasire and Khor wolliang.		
5	2 trips	Staff Pick and drop (Morning and Evening)	<u>Juba Nabari route</u> It covers Thongping, Hai Gabat and Juba Town.		
6	2 trips	Staff Pick and drop (Morning and Evening)	<u>Munuki 107 route (Van)</u> Munuki suk Melisa, Hai Kawuit, Munuki suk Libya and Mangattan, 107.		
7	2 trips	Staff Pick and drop (Morning and Evening)	<u>Check Point route</u> It covers Hai Alabara B & C, Giada, Hai Jebel Market, Isaac Mamur (Nyokuron) Hai Jondoru and Checkpoint.		
8	Day	Full day	Within and Outside Juba		
9	Day/hour	Movement in town to support daily work –One way	Ministries, Airport, Customs, Konyokonyo, Eco Bank, Buluk, Hai neem		

NB:

1. Flexibility is highly needed where necessary.

SCOPE OF WORK

The selected service provider/s will carry out the following functions:

- Provide pick and drop services for all staff in the Country office based on the routing provided by CARE Country Office during working days.
- Provide transport services during the working days to CARE Country Office staff
- Provide transport services during the weekend for the CARE-Staff in the residence.
- At all times, ensure that vehicles are made available to CARE based on request.
- Provide vehicle with clean interior part including seat covers, having functional seat belts, other basic fittings/accessories, equipment for maximum comfort of passengers.
- The **Service Provider** will be responsible for Insurance of vehicle.
- Major and minor repairs are under the scope of the **Service Provider**.
- The **Service Provider** shall submit copies of all the relevant documents like road permit, insurance and other essential documents.
- Notify the Care Admin and Logistic Manager in the event of a vehicle breakdown or incident.
- Replace the vehicle in the event of a vehicle breakdown or incident.
- Liaise with Care Admin and Logistic Manager for issues concerning this contract and mobility (pick and drop) issues

Vehicle Service Requirements

- Small to mid-size four (4WD Sport Utility Vehicle).
- Minimum four (7) seats.
- Low-profile (type and color should be common for the area).
- Excellent working condition.
- High level of cleanliness.
- Proof of insurance.(Comprehensive Insurance cover)
- Property title/ ownership documents.
- Record of vehicle inspections and service.
- Automatic transmission.
- Power steering.
- Working front and rear seatbelts.
- Functional electric windows.
- Functional door locks.
- Air conditioning.
- Functional windshield wipers.
- One serviceable and properly inflated spare tire.
- Emergency roadside kit containing a tire jack, tire tool, gloves, flashlight and roadside safety triangles or flares.
- First aid kit.
- Functional vehicle fire extinguisher.

Driver Requirements

Personal Background and Vetting:

The driver assigned should possess South Sudan Certificate of good conduct from the Criminal Investigation Department (CID) and eye test certificate from a certified optician at the time of hire.

The assigned driver must:

- Be a South Sudanese and familiar with the area.
- Possess a clean driving record.
- Be properly licensed to drive in Juba and South Sudan.
- Possess the appropriate certifications to carry out the services as defined in this contract.
- Have at least two years of experience providing driving services preferably to NGOs.
- Provide at least two references.

- Be fluent in English.
- Maintain an appropriate level of personal hygiene.
- Always be smartly dressed.
- Maintain a low-profile so as not to attract attention.
- Be polite and courteous to passengers.
- Have functional mobile phone and sim card with credit.

Training:

The service provider must provide a copy of all required driver training records upon request. The assigned driver must have completed training covering the following:

- First parade/ daily vehicle inspection.
- Basic vehicle maintenance.
- Tire-change.
- Basic defensive driving (preferred).

Mandatory Documents to be submitted:

1.	The company profile
2.	Past work experience letter recommendations
3.	Tax identification number
4.	Tax clearance certificate
5.	Membership certificate from the responsible body where the company operates in.
6.	Registration certificate from the Ministry of Justice
7.	Operation license
8.	Trade license for specialized services like hotels, aviation, pharmaceuticals etc. in case.
9.	A filled vendor setup form (attached in this email, fill all the areas marked x with the relevant company information)
10.	Vendor's questionnaire
11.	First page of memorandum and articles of association and the page with shares allocation/board of directors.
12.	Passports or national IDs for each of the company board of directors as the shareholders. NB: The details of the IDs should be clearly readable.
13.	A copy of void cheque of the bank account provided to CARE South Sudan
14.	Completed Supplier-Vendor Cover Letter, signed and stamped by an authorized representative of the Supplier-Vendor with company/contact details
15.	Quotation in response to this RFQ using the template provided above, all pages should be initiated and stamped officially by the vendor.
PLEASE SPECIFY and INCLUDE WITH YOUR QUOTATION	
Payment Terms	
Delivery Time	
Payment Schedule	
Payment Method	
Price Validity	