



THE  
LUTHERAN  
WORLD  
FEDERATION

World Service

member of ACCORD

## THE LUTHERAN WORLD FEDERATION, WORLD SERVICE SOUTH SUDAN COUNTRY PROGRAM

### REQUEST FOR PROPOSAL FOR TAXI HIRE SERVICE WITHIN JUBA CITY SQUARE

Date: 27<sup>th</sup> July 2023

Reference No: 2023-July-4000-JUBA

Contracting Authority: The Lutheran World Federation/World Service

Deadline for submission of bid: 7<sup>th</sup> August 2023

Subject: TAXI HIRE SERVICE WITHIN JUBA CITY SQUARE

The Lutheran World Federation/World Service (LWF/WS) is a non-governmental organization with its headquarters in Geneva, Switzerland. The South Sudan Country Program is one of the LWF/WS Country Programs where the agency implements projects in Jonglei State, Upper Nile State, Eastern Equatoria and Ruweng Administrative area.

The Lutheran world federation/World Service (LWF/WS) would like to hire taxi service for its staff mobility within Juba city square.

Expected date of service August 2023 with a possibility of extension depending on performance and availability of funding.

#### Terms of Reference;

Item description	Specifications	Qty	Unit
Airport drop off or pick up	Pricing on basis of trips, not number of passengers, for example, the cost of picking one person will be the same as cost of picking two or more people arriving at the same time	1	Trip
Taxi hire – Full day within Juba	Provide quote for all types of taxi vehicles available in your fleet. (Your company will provide fuel, vehicle service and repairs, and driver)	1	Day
Taxi hire- Half day within Juba	Provide quote for all types of taxi vehicles available in your fleet. (Your company will provide fuel, vehicle service and repairs, and driver)	1	Day
Taxi hire- Hourly rate within Juba	Provide quote for all types of taxi vehicles available in your fleet. (Your company will provide fuel, vehicle service and repairs, and driver)	1	Hour

Kindly submit the hard copies of your bid documents to LWF Head office in NCA Compound Buluk Juba, or soft copy through the procurement email address [procurement.southsudan@lutheranworld.org](mailto:procurement.southsudan@lutheranworld.org) with the following required documentations.

- **Company Profile**
- **One copy of the Request for Quotations fully priced, signed and stamped**
- **Three Letters of recommendation (from INGOs) for having supplied the same (category) of goods.**
- **All copies of Registration and legal documents. (tax clearance certificate, TIN, operation licence, membership, certificate of incorporation)**

This is purely a request for bids and does not in any way constitute a commitment to purchase order or any other form of contractual commitment with LWF.

For further information please contact the Address below: -

#### Procurement Committee

Lutheran World Federation/World Service

NCA Compound, Buluk, Juba South Sudan

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