



THE LUTHERAN WORLD FEDERATION, WORLD SERVICE SOUTH SUDAN COUNTRY PROGRAM

INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR THE SUPPLY OF SCHOLASTIC MATERIALS

Date: 28th May 2024

Reference No: [2024-5-4258-UNHCR-MABAN](#)

Contracting Authority: The Lutheran World Federation/World Service

Date and time for collecting bid documents: 29th May 2024 – 11th June 2024, 10 am – 3:00pm.

Deadline for submission of bid: 12th June 2024 at 12:00 NOON.

Subject: [Supply of Scholastic materials](#)

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, Upper Nile, Eastern Equatoria and Ruweng States.

Interested suppliers should collect the bid documents from LWF Head office in NCA Compound Buluk Juba South Sudan on the dates and time stated above.

The following are the required documentations that should be included in the sealed envelope when submitting the bid documents.

- **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)**

The bid documents must be delivered by hand to the address below not later [than 12th June 2024 at 3:00 PM.](#)

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

Email: procurement.southsudan@lutheranworld.org

Tel: +211928882479

Tel: +211926119230

