

**REQUEST FOR QUOTE NOTICE**

**Deadline for submission of bids September 18<sup>th</sup>, 2020 before**

From: Samaritan's Purse.  
South Sudan, Hai Cinema next to  
Quality Hotel, Old Juba Town Road.  
E-mail: [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org)

**Date: September 8<sup>th</sup>, 2020**

**Subject: Frozen food PR JBB 416274**

Samaritan's Purse wishes to contract a legally recognized service provider (company) supply **FROZEN FOOD: Frozen food PR JBB 416274 under frame for 1 year and renewable subject to good performance and funding availability as specified below;**

S/N	Unit	Qty	Item Description ( Frozen Food)	Unit Price (USD)
1	kgs	1	Bacon , Back bacon	
2	kgs	1	Beef, Beef Ribs	
3	kgs	1	Beef, Beef vienas	
4	kgs	1	Beef, Minced Beef	
5	kgs	1	Beef, normal fillet	
6	kgs	1	Beef, true fillet	
7	kgs	1	Beef, Fresh Cow Meat	
8	kgs	1	Cheese, Chedder cheese	
9	250g	1	Cheese, Chedder cheese	
10	kgs	1	Cheese, Mozarella Cheese	
11	250g	1	Cheese, Mozarella Cheese	
12	kgs	1	Cheese, White cheese	
13	250g	1	Cheese, White cheese	
14	kgs	1	Chicken, Boneless chicken	
15	kgs	1	Chicken, Capon Frozen - 1.2-1.4kg chicken	
16	kgs	1	Chicken, Chicken Breast	
17	kgs	1	Chicken, Wings	
18	kgs	1	Fish, Tilapia	
19	kgs	1	Fish, Fillet	

20	kgs	1	Fish, Daga/Omena	
21	Kgs	1	Goat, Goat Ribs	
22	kgs	1	Ham	
23	Kgs	1	Lamb, Lamb Chops	
24	kgs	1	Peanut Butter - Generic	
25	Kgs	1	Pork, Shoulder Chops,	
26	kgs	1	Sausages, Value Pack Beef Sausages	
27	kgs	1	Sausages, Value Pack Pork Sausages	
28	kgs	1	Sausages, Value Pack Chicken Sausages	
29	250g	1	White Tuna	
30	2litre	1	Yoghurt (vanilla, mango, butterscotch, strawberry) - Juba made	
31	2litre	1	Yoghurt (vanilla, mango, butterscotch, strawberry)-Dairy Top	
32	500ml	1	Yoghurt (vanilla, mango, butterscotch, strawberry)-Dairy Top	
33	2litre	1	Yoghurt t (vanilla, mango, butterscotch, strawberry) - Juba made	
34	500MI	1	Yoghurt Snowman (vanilla, mango, butterscotch, strawberry) - Juba made	
35	500MI	1	Yoghurt Milkman (vanilla, mango, butterscotch, strawberry)	
36	20L	1	Water, Dispenser, 20L Bottle	

### **Manner of Submission**

Please submit your tender in accordance with the requirements detailed below,  
Either

**By hand delivery** to Samaritan’s Purse Juba office, HAI CINEMA NEXT TO QUALITY HOTEL, JUBA TOWN ROAD in sealed enveloped clearly marked **Frozen food PR JBJB 416274**

**OR By Email to the following address (Tender committee email):** [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org) with formal bid & additional supporting documentation indicated below. The subject line should be **Frozen food PR JBJB 416274**

### **Sealing and Marking of Bids**

The Bidder shall enclose the bid in a plain envelope securely sealed, the envelope shall:

- Be addressed to the tender committee (see above e-mail address), Juba office Bear the bid reference number **Frozen food PR JBJB 416274** and subject of the bid
- No other markings should be on the envelope.
- The bidder will drop the envelope into a tender box located at the Samaritan’s Purse office reception and shall register the company and name of the person dropping the envelope.
- If all envelopes are not sealed and marked as required, the tender committee will reject the bid during the review time.

**Bidders with questions regarding this notice should send them in writing to the email address:**

Copying [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org) Responses will be posted to the NGO Forum for all bidders.

**Your bid should clearly indicate the following:**

- Detailed specifications (if different from stipulated specifications):
- Limitations.

**Conditions of bidding:**

- Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic bank transfer/checks.
- Business Contact details including President/Owners of the company.
- Samaritan's Purse is not subject to VAT; therefore, all offers should be exclusive of VAT costs.
- Deadline for submission of bids is **September 18<sup>th</sup>, 2020 before 5:00pm**
- NB: **No tender documents are to be requested from the office.** You only need to submit your quotation as instructed above.
- Should be legally registered company.
- With a track record or experience of **Frozen food PR JBJB 416274**
- Ability and capacity to supply the specified work to Samaritan's Purse Juba office SP field Office.
- If submitting in an EMAIL format, **only** bids submitted **solely** to **SouthSudanSealedBid@samaritan.org** will be accepted.

Emailed Bids will be REJECTED if:

- Another Samaritan's Purse email is in copy
- Submitted separately to any other party.
- Any coercive behavior is suspected.

**Terms & Conditions:**

- SAMARITAN'S PURSE accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their applications;
- Time of delivery is very important; the service provider should therefore indicate a reasonable time for supply upon receiving of Purchase Order (PO) otherwise delay penalties will be strictly implemented and no time extension would be granted unless for reasons beyond the contractor's control.
- SAMARITAN'S PURSE reserves the right to award the most qualified service provider (contractor) regardless of the lowest price submitted;
- SAMARITAN'S PURSE reserves the right to award to more than one bidder or to reject all applicants and cancel the solicitation at any time.

## **Disqualification Criteria:**

**Any Supplier that fails to attach the following documentation with bid will be disqualified immediately;**

- **Attach a copy of valid tax clearance.**
- **Attach a copy of company incorporation certificate (Renewed). Make sure to submit both sides.**
- **Written confirmation that the bid has at least 3 months' quote validity**
- **Written clear delivery lead time- Period to complete the work or number of days to deliver processed food items to Juba**
- **Indicate currency of offer, should be USD with clear terms of payment terms.**
- **Sign & Stamp Samaritan's Purse tender code of conduct and return it alongside quotations.**
- **Submit copies of minimum three (3) purchase orders or contracts that reflect delivering the same category of services to other organization.**