



## HEALTH ACTION AFRICA -HAA

Head Office Gudele 1, Behind Lou Specialist Clinic, 5Metres along Rock City Road,  
E-mail: [healthactionafrica@gmail.com](mailto:healthactionafrica@gmail.com) / [alamin.drani.haaorg@gmail.com](mailto:alamin.drani.haaorg@gmail.com), Website: [healthactionafrica.org](http://healthactionafrica.org),  
Cell phone: +211922963506

REF. HAA/SSD/JB/001/RRF-0407/2024

DATE: Monday, July 1, 2024

### INVITATION TO BID

From> Health Action Africa

To> \_\_\_\_\_

Email> \_\_\_\_\_

**Health Action Africa (HAA)** is a National Non-profit Organization established to address Health challenges with a Vision to provide sustainable health interventions through provision of comprehensive health services, focusing on identified health gaps that undermine human development, and to reduce the vulnerability of children and mothers and other most host communities at risks groups in South Sudan. HAA has been a signed an emergence response project for "**Panyikang County, Upper Nile State**" for the period of 3 Months. The project will be implemented through weekly outreaches, with this regards, Health Action Africa (HAA) is therefore deploying the medical team to the Project site to implement the project.

**"Provide price quotes as detailed in the Annex No. 1"**

Response to RFQ can be submitted via by sealed envelopes, addressed to Procurement and Logistics Department, **HAA Main Office, Gudele 1, Behind LOU Specialist Clinic, 5meter Rocky City Road** and must be clearly marked as confidential and with RFQ No: **HAA/SSD/JB/001/RRF-0407/2024**

Attn: Operations/Administrative Manager, E-mail: [alamin.drani.haaorg@gmail.com](mailto:alamin.drani.haaorg@gmail.com),  
[healthactionafrica@gmail.com](mailto:healthactionafrica@gmail.com),

Bids must be delivered and register at reception, or through electronic submission will be accepted Closing date: 26/01/202 @ 5:00 PM. Validity of offer: 7 days) If RFQ specifications require further clarification, they may be sought prior to 2 days before submission dat 12:00 afternoon local time -on telephone number(s) 0922963506 or through email [alamin.drani.haaorg@gmail.com](mailto:alamin.drani.haaorg@gmail.com).

**Quoting RFQ No: HAA/SSD/JB/001/RRF-0407/2024.** When requesting clarifications, no reference to prices shall be made. HAA is not bound or obliged to respond to queries made after the above date.

Offers must include: the name, address, telephone/fax/email of the bidder and thename/title of the contact person. Results of the RFQ will not be made public.

All companies invited to participate in solicitations are requested to respond either by submitting their firm offers or by indicating their inability to participate. Such acknowledgement should be sent directly to the Operations Manager.

HAA reserves the right to post details of the award of tenders /RFQ on the HAA website, including details of the supplier's name and the contract value.





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### General Conditions:

1. Changes from specifications, the specifications are defined in the "**Specification Sheet**" enclosed overleaf. Alternatives to requested specifications may be considered. Wherever alternatives are offered, it is the Bidders responsibility to provide full descriptive specifications and documentation of such items.
2. Delivery terms Destination: "**HAA, Gudele (1) Behind Lou Specialist Clinic Juba South Sudan Juba**". The offer must provide unit price for items requested and total cost for freight & insurance (if any). HAA reserves the right not to accept offers for freight & insurance. The supplier shall bear all risks relating to the delivery of the goods until provisionally accepted by HAA at the destination.
3. Warranty Offer should confirm the granting of manufacturer's warranty against defects on goods supplied for a period of at least one year.
4. HAA payment terms which is 30 days upon receipt of invoice and shipping documents. No Letters or Credit allowed. Advance payments to be negotiated between HAA and the winning bidder. Discount is to be advised if HAA effects payment in less than 30 days. Each commercial Invoice must contain detailed banking instructions. HAA will not accept invoices from or instructions to make payment to third parties.
5. Surveyor HAA reserves the right to appoint a surveyor to monitor that goods supplied are to specification.
6. Reporting in the event of you being awarded the contract, you may be required to provide a weekly update on the progress of the order. Delay in shipments beyond the stipulated date will result in HAA having the option to cancel the complete or partial order without any recourse to HAA.
7. Origin of the goods that you will supply is to be stated in the offer.
8. Adjudication Evaluation to be made on the basis of lowest price, most technically acceptable. Note that this RFQ contains no contractual offer of any kind. Any offer submitted will be regarded solely as an offer, and does not commit HAA to consider any offer or award a contract through a Purchase Order. Furthermore, HAA reserves the right to accept all, or part of any Offer.
9. Currency of the tender offers are accepted in United State dollars. Bids received in any other currency will be deleted from the selection process.
10. Packing The Supplier warrants that the goods are contained or packaged adequately to protect the goods during transport, storage and handling.
11. Documentation The supplier will provide the following documentation before or at delivery of the goods. (a) Commercial invoice (b) Packing list (c) Certificate of origin (d) Certificate of Analysis (e) Performance guarantee (f) Warranty





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ANNEX 1:

RFQ NO# **1**

<b>REQUEST FOR QUOTATION (RFQ)</b>	Date issue:	01-07-2024
	Closing Date:	07-07-2024
	Procurement lot ref:	SSD/JB/RRF-0407/2024
Quotation can ONLY be Send through these email addresses to contact the contracting Authority:	<a href="mailto:alamin.drani.haaorg@gmail.com">alamin.drani.haaorg@gmail.com</a>	
Please note that the Quotation MUST CLEARLY be typed and may Only be send by email and NO hand delivery.		

HEALTH ACTION AFRICA INVITES YOU TO SUBMIT A QUOTATION FOR THE FOLLOWING GOODS, IN THE BELOW TABLE

Item	Description	Qty	Currency		Latest Delivery Date	County of Origin, (if Required)	After Sale/installation (if Required)
			Unit Price	Total Price			
<b>(A) PRINTING SERVICES</b>							
01	Production of IEC Materials> (Banners 1x1 M), logos,	5					
02	Production of Round Necked T-Shirts, White and blues	200					
01	Production of vaccination cards A3 size	30					
02	Production of Health Registers A 2 Size	2350					
03	Production of ANC Cards	2350					
<b>(B) SUPPLIES OF COMMODITIES &amp; MATERIALS</b>							
01	Plastics Table Large Size, blue in Color, Size(Feet): 1200X750X 750	25					
02	Plastics Chairs ,blue in color,270mm(D) x 310mm(L) x 500mm(H)	30					
03	Triage Mats	2					
04	Tarpaulin	35					
05	Rainfly Tents Frame 35MPH	20					
06	Mega phone Batteries	180					
07	Gumboots	32					
08	Buckets	10					
09	Soap	5					
10	Sanitizers	25					
11	Life Jackets	20					
<b>(C) AIR SERVICES/CHARTER AIR CARGOS</b>							
01	Charter Flights/ Juba- Malakal (2 Metric tons)	2					
<b>(D) CONSTRUCTUAL SERVICES OF MATERIAL TRANSPORTATION</b>							
01	Vehicles (Trips from> Malakal airport-town-river site)	4					
02	Motor Boats Hire (Trips from> Malakal River site-Canal-Malakal)	16					
<b>(E) AIRTIME FOR COMMUNICATION, JUBA /FIELD</b>							
01	MTN Airtime (Units)	100					
02	ZAIN Airtime (Units)	100					
03	Thuraya Airtime (Units)	900					
<b>(F) SUPPLY OF OFFICE STATIONARY</b>							
01	Printing papers ( Boxes)	10					





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02	Pens ( Pkts)	10					
03	Masking Taps (Rolls)	20					
04	Permanent Marker ( Pkts)	20					
05	Note Books( Dozens) A4	20					
06	Flip Chart Papers ( Pads)	13					
07	Flip Chart Stand with Chart Board ( Pieces)	7					
08	Cartridges (HP Color Jet MFP M178-181 - 8Sets)	5					
09	Cartridges (HP LaserJet MFP M127 fn - Pieces)	5					
10	Cartridges (EPSON L805) 5 Sets	5					
11	Cartridges (EPSON L3110) 5 Sets	5					

<b>Total Price for all the items</b>	
<b>Delivery</b>	
<b>Value Added Tax (VAT)</b>	
<b>Total Price Incl. VAT and Delivery</b>	
<b>Validity of Quotation</b>	



**Signature and Stamp:**

Signed By

The Contractor

Name of Company

Health Action Africa - HAA

Address

Head Office | Gudele I, Along Rock City Road | Behind Lou Clinic

E-mail

[alamin.drani.haaorg@gmail.com](mailto:alamin.drani.haaorg@gmail.com)

Date

July 01, 2024

**Signature and stamp:**

Signed By

The Contractor

Name of Company

Address

E-mail

Date