



ADVENTIST DEVELOPMENT AND RELIEF AGENCY (ADRA)  
MUNUKI SDA CHURCH COMPOUND, OFF KUWAIT ESTATE,  
JUBA SOUTH SUDAN  
DATE: 24<sup>th</sup> July, 2024

## REQUEST FOR QUOTATIONS

### ORGANIZATION BACKGROUND

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization of the Seventh-day Adventist church which has been in operation for over 60 years. Through an international network, ADRA delivers relief and development assistance to individuals in more 130 countries----- regardless of their ethnicity, political affiliation, or religious association. By partnering with communities, organizations, and governments. ADRA is able to improve the quality of life of millions through 9 impact areas namely: Livelihood and Agriculture; Children; WASH; Community Health; Disaster Response; Economic Growth; Hunger and Nutrition; Social Justice and Gender Equity

For over 37 years, ADRA South Sudan has been making a difference in individual's lives in one of the most difficult contexts in the world in both development and emergency contexts. In South Sudan, we implement programs in six thematic program areas of Education, Primary Health Care, Emergency Response and Integrated programming, including livelihoods and Agriculture; HIV/AIDS; WASH; economic empowerment and gender.

ADRA South Sudan through its **ASPIRE** project is calling for quotations from reputable companies for supply of a Vehicle (Toyota Land Cruiser Hardtop 5-Doors) as specified below:

**KEY INFORMATION TO BIDDERS:** PLEASE FOLLOW THE GUIDANCE OF THE RFQ ATTACHED



S/N	Item Description	Quantity	Unit
	(Specification of items/works)		
1	(Duty Paid Brand New Toyota land cruiser Hardtop, 5 doors, 4WD, 10-SEATER, 2022 model HZJ engine) 4.2-liter diesel engine, air bags for driver and front passenger, power steering, steering wheel lock, 80-amp alternator (12V), 80 amp-hour battery (12V), full-floating rear axle, front and rear stabilizer bars, fuel sedimenter with fuel filter, two 90 liter fuel tanks, high altitude compensator, front & rear seat belts, one touch 2-4WD selector, manual free wheel hubs, radio, Gear Liver lock, tubeless tires 7.5x16", tool kit and jack, front and rear towing eye, air conditioning, cyclone type air cleaner with snorkel, central door lock button, leather seats and two spare tires.	1	Unit
2	Bull bar front and Rear	1	Fitting
3	Hi lift jack with lifting point	1	Pc
4	Roof luggage rack with steps	1	Fitting
5	Electric winch with its-remote	1	Fitting
6	First aid kit	1	set
7	Fire extinguisher	1	Pc
8	Fuel separator	1	Pc
9	Towing Rope	1	Pc
10	Warning triangle	1	Pc
11	Complete set of tool box	1	Set
12	Fuel filters	6	Pcs
13	Air cleaner	6	pcs



NOTE:

1. A successful vendor is expected to be responsible for transportation of the Vehicle and deliver it to our office in Juba.

**BID SUBMISSION DATELINE: Strictly on 07<sup>th</sup> August, 2024 at 4:00 PM local time**

**SUBMISSION AND REQUIREMENTS**

Vendors shall enclose all relevant legal company registration documents, including latest bank statement, valid Tax clearance certificate, etc in a well-sealed envelope. Ensure to register your hand delivered quotation/bids with procurement before you leave.


Online bids can be sent through this email: [logisticoffier@adrasouthsudan.org](mailto:logisticoffier@adrasouthsudan.org)

Only successful and competitive bidder will be notified. ADRA deserve the right to either amend or cancel this quotation with or without notification. The prospective bidder is entirely responsible for any cost related to the preparation and submission of their quotations.

The envelope shall bear the warning “Not to be open before the time and date for bid opening”. ADRA South Sudan will not assume responsibility of any UNSEALED and UNMARKED envelope if misplaced and will be rejected by the committee.

The language for the bids shall be **ENGLISH** only.

**FOR ANY CLARIFICATION OR INQUIRY,** contact, ADRA South Sudan Head Office  
Juba Munuki SDA Church Compound.

; 24/07/2024

Wani James Joseph  
Logistics and Procurement Officer  
ADRA South Sudan





ADRA SOUTH SUDAN

QUOTATION REQUEST FORM

Request for quote# 20422

Date 24/07/2024

Dear Sir/Madam:

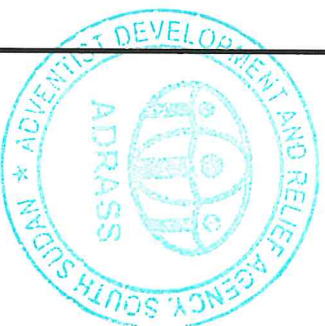
ADRA is seeking quotation for the procurement of Items listed in product "specification" below. Quotation from qualified vendors will be evaluated based on criteria listed established by ADRA including but not limited to, price, quality of goods, delivery, service/support, if applicable. ADRA reserves the right to accept or reject any and all bids. We would appreciate it if you could provide us with quotations for the items mentioned below. Specify additional information, if necessary  
Thank you in advance.

Supplier's Name: \_\_\_\_\_ Date: \_\_\_\_\_ Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_







<i>Line item</i>	<i>Quotation/ Bid submission date/line</i>	<i>Item Description</i>	<i>Qty</i>	<i>Unit</i>	<i>Unit price</i>	<i>Total</i>
1	07/Aug/2024	(Duty Paid Brand New Toyota land cruiser Hardtop, 5 doors, 4WD, 10-SEATER, 2022 model HZJ engine) 4.2-liter diesel engine, air bags for driver and front passenger, power steering, steering wheel lock, 80-amp alternator (12V), 80 amp-hour battery (12V), full-floating rear axle, front and rear stabilizer bars, fuel sedimenter with fuel filter, two 90 liter fuel tanks, high altitude compensator, front & rear seat belts, one touch 2-4WD selector, manual free wheel hubs, radio, Gear Lever lock, tubeless tires 7.5x16", tool kit and jack, front and rear towing eye, air conditioning, cyclone type air cleaner with snorkel, central door lock button, leather seats and two spare tires.	1	Unit		
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8		Fuel separator	1	Pc		
9		Towing Rope	1	Pc		
10		Warning triangle	1	Pc		
11		Complete set of tool box	1	Set		
12		Fuel filters	6	Pcs		

13	Air cleaner	6	pcs		
<b>TOTAL</b>					

Remarks:

Total Amount in Words:

Quotation Valid Until (Date):

Vendor's requested payment terms:

Delivery period:

Vendor's Authorized Signature:

Date:

Vendor's Stamp



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