



ADVENTIST DEVELOPMENT AND RELIEF AGENCY (ADRA)
MUNUKI SDA CHURCH COMPOUND, OFF KUWAIT ESTATE,
JUBA SOUTH SUDAN
DATE: 11th March, 2026

INVITATION TO BID (ITB)

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 Protection project is calling for quotations from reputable companies to construct House hold Latrines in Malakal (Upper Nile State) as specified in the BOQ and Blue print attached.

KEY INFORMATION TO BIDDERS: PLEASE FOLLOW THE GUIDANCE ON THE RFQ, BOQ and BLUE PRINT ATTACHED.



s/n	Item Description	Qty	Unit
1	Construction of House hold Latrines in Malakal in Malakal County of Upper Nile State	60	Units

NOTE:

1. The successful vendor is expected to be responsible for transportation of all the necessary construction materials to the constructions sites to ensure timely completion of this activity.

DATELINE: Strictly on 16th March, 2026 at 4:00 PM local time

SUBMISSION AND REQUIREMENTS

Vendors shall enclose all relevant legal registration documents which should include latest bank statement, valid Tax clearance certificate, certificate of incorporation, Evidence of previous experience of constructing related activity in Upper Nile State, etc in a well-sealed envelope.

Ensure to register your delivered quotation/bids with procurement (submission sheet) in Malakal, before you leave. Only successful and competitive bidder will be notified. ADRA reserve 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.

Tender submission:

NO EMAIL SUBMISSION OF TENDERS.

Bids should be submitted to Malakal Central Protection Desk -ADRA, next to the ministry of youth and sports Malakal.

Note: (No bids should be submitted in Juba office)

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.

ADRA South Sudan





ADRA SOUTH SUDAN
QUOTATION REQUEST FORM

Request for quote# _____ Date 11/03/2026

Dear Sir/Madam:

ADRA is seeking quotation for the procurement of items/services 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: _____



Line item	Date required	Item Description	Qty	Unit	Unit/ Price	Total
1	16/03/2026	Construction of House hold Latrines in Malakal County of Upper Nile State	60	Units		
TOTAL:						

Remarks: _____

Total Amount in Words: _____

Quotation Valid Until (Date): _____

Vendor's requested payment terms: _____

Delivery period: _____

Vendor's Authorized Signature: _____ Date: _____

Vendor's Stamp

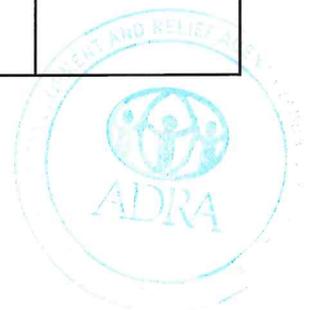


BILL OF QUANTITIES FOR PROPOSED CONSTRUCTION OF FAMILY LATRINES SIZE 1.5 x 2M WITH CONCRETE SLAB SIZE 2M x 2M	LOCATION:	Malakal Hai Matar an Hai Luakat Residential Areas
	DATE:	Mar-26

Specification of estimate:

1. Materials unit rates to include cost of sub-transportation, labour wages overhead and profits with all necessary expenses.

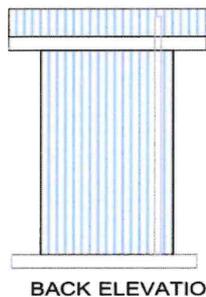
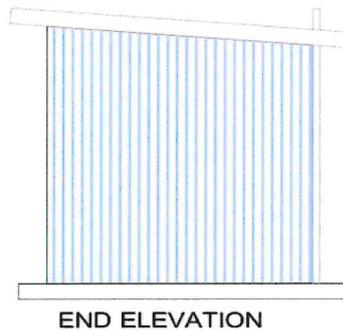
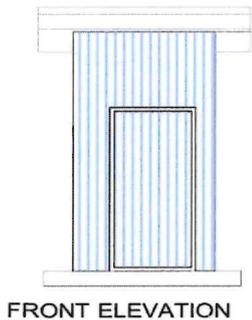
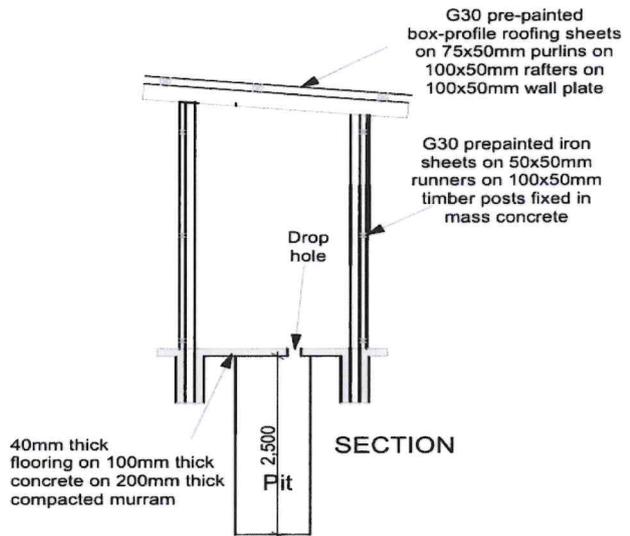
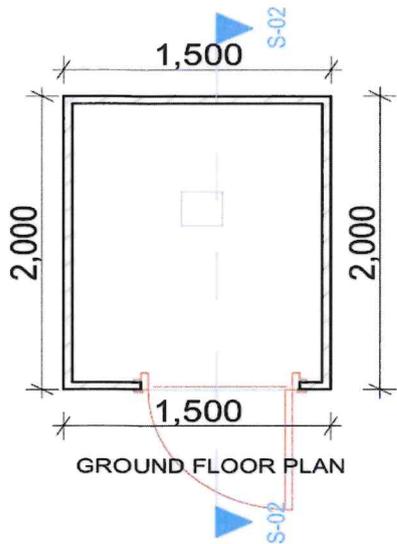
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (USD)
1	CONCRETE SLABS & SUBSTRUCTURES				
1.1	Pit excavation size 1 m diameter x 2.5m deep and spread the soil at the site,	m ³	2.0		
1.2	Supply, fabricate by welding two metallic drums, install into the excavated pit, backfill and compact to hold the plate firmly.	No	2.0		
1.3	Cast insitu RC slab size 2m x 2m x 0.15m thickness reinforces in D10 reinforcement bars and complete with a drop-hole size 150x150mm. The cost include 40mm thick cement:sand floor fininsh, formwork and any related works	m ³	0.4		
	Sub-Total				
2	SUPERSTRUCTURE WORKS				
2.1	Supply and fix 4"x2" x 4m long timber posts. The cost include digging of holes, fixing in the ground by use of concrete and nailing	Nos	8.0		
2.2	Supply and fix 3"x2" x 4m long timber. The cost include nailing and other related costs	Nos	6.0		
2.3	Supply and fix 30-gauge x 2m long galvanized iron sheets. The cost include nailing and other related costs	Nos	8.0		
2.4	Supply and fix 150mm diameter vent pipe with cover	Nos	1.0		
	Sub-Total				
3	ROOFING & DOORS				
3.1	Supply and fix 3"x2" x 4m long timber as rafters. The cost include and nailing	Nos	3.0		



3.2	Supply and fix 2"x2" x 4m long timber as purlins. The cost include and nailing	Nos	3.0		
3.3	Supply and fix 30-gauge x 3m long galvanized iron sheets. The cost include nailing and other related costs	Nos	3.0		
3.4	Fabricate and fix door size 0.9m x 2.1m. The door shall be made of 3"x2" timber frame, 2"x2" supports, G30 ironsheets, complete with hinges and locks	Nos	1.0		
	Sub-Total				
	Total cost per 1 HH Latrine				



FAMILY LATRINE



General Notes

1. All the dimensions are in millimeters except otherwise.
2. Designs and dimensions are not allowed to change unless otherwise



Construction of Household latrines 2026, Upper Nile State

Protection Project-Malakal, Upper Nile State



UNHCR
The UN Refugee Agency

Funded by

Scale:1:50