

REQUEST FOR QUOTATION (RFQ) Negotiated procedure / tender

REFERENCE: PRF :10000445

Subject: RFQ- 12-8-2024

Title: **Supply and Delivery of Agricultural Seeds, and Tools
Akon, Warrap State.**

Manner of Submission:

Bids to be submitted per e-mail to: procurement.southsudan@zoadorcas.ngo or delivered (in a sealed envelope) to the following address: ZOA Dorcas at Hamza Inn
Closing deadline: 18 th , August, 2024 at 4:00 Pm.

Important: Offers transmitted after the deadline or in any other manner than those indicated above will not be considered.

Requirements:

ZOA Dorcas invites your company to make a firm offer for the following:

Description	Quantity	Unit
Sorghum seeds	5,600.00	KGS
Groundnut Seeds	4,080.00	KGS
Axes	400	PCS
Malodas	400	PCS
60 Rake to 6 group	360	PCS
60 Cane to 6 group	360	PCS
18 package of 50g Okra Seeds to 6 group	108	Sackets
18 package of 50g Egg plants seed to 6 group	108	Sackets
18 packages of 50g Cabbages Seed to 6 group	108	Sackets
18 packages of 50g Onion Seed to 6 group	108	Sackets
Amarathus Seeds of 50g to 6 group of vegetable farmers	108	Sackets

Your offer should clearly indicate:

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1. Duty free unit price in USD
2. Transport cost up to delivery place: Akon Warrap State.
3. Time of delivery: how many days after order
4. Maximum capacity of units delivered
5. Total unit price in USD.
6. Prices should be net after deduction of discounts
7. Confirmed delivery schedule
8. Validity of the offer
9. Detailed specifications (if different from stipulated specifications)
10. Place of manufacture and country of origin: Local variety for Sorghum & Groundnuts
11. Expected payment schedule and/or payment details (bank account information) of supplier
12. Signed ZOA Dorcas Supplier Code of Conduct

Information to bidders:

1. This is an obligation free quotation. ZOA Dorcas reserves the right to accept or reject the whole or part of your quotation based on the information provided. Incomplete quotations which do not comply with our conditions will not be considered.
2. Currency of offer should preferably in United States Dollars.
3. Payment will be made in United States Dollars.
4. Payment details will be in the contract.
5. ZOA Dorcas will not be responsible for any bank service charges.
6. Goods supplied for (ZOA Dorcas) are exempt from VAT and all other customs excise duties.
7. Hand-written, incomplete offers or offers which do not comply with any or our tender conditions will not be considered.
8. There will be liquidated damages equivalent to a deduction of 0.1% per day or part thereof for late deliveries due to default on the part of the suppliers. (adjust to be in line with contract)
9. All vendors doing business with ZOA Dorcas should maintain high standards on ethical issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. Please submit a signed version of the ZOA Dorcas Supplier Code of Conduct with your offer. ZOA Dorcas reserves the right to reject quotations provided by vendors not meeting these standards.
10. Vendors doing business with ZOA Dorcas will be screened on anti-corruption due diligence before ZOA Dorcas confirms an order or contract. By submitting this offer, the supplier agrees that his data may be used for such a screening and that the supplier will be registered in the ZOA Dorcas ERP software.
11. All vendors must provide proof of legality, certificate of incorporation valid, Tax Clearance certificate, and Operations License.
12. Germination Certificates for the seeds must be provided by the companies for all the seeds
Please acknowledge receipt of this enquiry and indicate your interest to bid.

Best regards,



Name: Jitendra Panda
Position: Country Director