

Malteser Hilfsdienst e. V., Malteser International, Erna-Scheffler-Str. 2, 51103 Cologne, Germany

**Malteser International
Country Coordination Office
Plot No. 246, Block 3k 2nd Class Residential
Tongping (behind Indian Embassy)
Juba, South Sudan**

23 March 2023

**Request for Quotation
RFQ_YEI_2023_0019**

For provision of VSAT bandwidth Contention Ratio 1:1, 3072 Kbps Uplink/1024 Kbps Downlink with Ku-Band Satellite Kit with 1-year subscription from 5 May 2023 to 4 May 2024 for Malteser International Office in Yei.

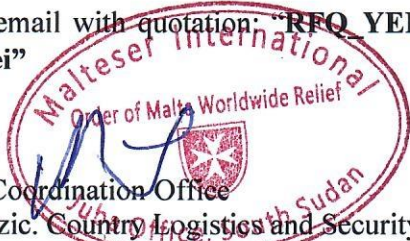
- A. Annex 1: Specification of Bidding
- B. Annex 2: Bill of Quantity

We look forward to receiving your quotations by or before the submission deadline on **6 April 2023 at or before 12pm** via E-mail to: mb.procurement-juba@malteser-international.org

Please write in the Subject line of your email with quotation: **RFQ_YEI_2023_0019 for VSAT bandwidth for 1-year subscription in Yei**

Sincerely Yours,




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Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau,
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A. SPECIFICATION OF BIDDING

Related to our advertised RFQ_YEI_2023_0019 Malteser International (MI) herewith calls for provision of VSAT bandwidth Contention Ratio 1:1, 3072 Kbps Uplink/1024 Kbps Downlink with Ku-Band Satellite Kit with 1-year subscription from 5 May 2023 to 4 May 2024 for Malteser International Office in Yei.

1. Description of the organization and its activities

Malteser International is the international humanitarian relief agency of the Sovereign Order of Malta. For over 60 years we provide relief and recovery for people during and following conflicts and disasters around the world. Christian values and humanitarian principles form the foundations of our work. In over 30 countries in Africa, the Americas, Asia and the Middle East, we support people in need – regardless of their religion, origin or political convictions.

Malteser International has been working in the geographic area of today's South Sudan since 1996. MI implements a multi-sectoral program including Food & Nutrition Security, Livelihoods, WASH, health and peaceful conflict resolution. This includes activities such as agricultural trainings, cash distributions, food for education and access to water, sanitation and hygiene. The program is aiming to increase its work with local partner organisations in order to optimise its sustainability. Furthermore, MI applies a participatory, gender sensitive and inclusive approach in its programming. As of today, MI maintains its country office in Juba while operating a program office in Wau and project offices in Uyujuku and Yei.

Objective of Request for Quotation: In accordance with the overall targets of above-mentioned operations, MI plans to order VSAT bandwidth Contention Ratio 1:1, 3072 Kbps Uplink/1024 Kbps Downlink with Ku-Band Satellite Kit with 1-year subscription from 5 May 2023 to 4 May 2024 for Malteser International Office in Yei.

The technical specifications and conditions of the quoting process are described below in the Specification of Quoting and in the Annex 2: Bill of Quantity which are part of this RFQ.

Internet providers are invited to submit tenders complying with the requirements here below specified.

2. Quotation Presentation

The quotation shall be sent via E-mail to: mb.procurement-juba@malteser-international.org

The deadline for the delivery of the quotations is: 6 April 2023 at or before 12pm

- The quotation shall be written in English.
- The quotation should be valid for **60 days after the deadline**.
- The format BOQ can be used or a separate one depending on supplier's choice.

3. General conditions

- The quotation shall be typed or written and signed on each page by the legal representative of the supplier,
- The winning company might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
- The prices of the quotation will be expressed in United States Dollars. The prices must be on unit price basis,
- The prices will be considered fixed whereas MI will not process Tax exemption. No additional change of whatsoever nature and type will be accepted by MI,
- MI reserves the right to accept or reject all quotations depending on prevailing condition at the time.

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4. Validity of quotations

Each company is bound to the quotation submitted for a period of 60 days from the deadline for submission of quotations.

5. Language of quotations

All quotations, official correspondence between companies and MI, as well as all documents associated with the tender request will be in English.

6. Submission of quotations

All quotations must conform to the following conditions:

- 6.1. Each quotation shall be submitted via E-mail to: mb.procurement-juba@malteser-international.org on 6 April 2023, at or before 12pm.

7. Content of quotations

All submitted quotations must conform to the requirements mentioned in the RFQ. Furthermore, they must include the following documents:

Part 1 - Quotation: A quotation for provision of VSAT bandwidth Contention Ratio 1:1, 3072 Kbps Uplink/1024 Kbps Downlink with Ku-Band Satellite Kit with 1-year subscription from 5 May 2023 to 4 May 2024 for Malteser International Office in Yei. The format BoQ can be used or a separate one depending on supplier's choice. Additional sheets may be attached for further details.

Part 2 - Legal documents

- Copy of the company's certificate of incorporation,
- Copy of Chamber of Commerce registration,
- Copy Tax Identification Certificate,
- Copy of Certificate of Operation,
- Company's Bank Statement of last three months,
- Average turnover for the past 2 years in USD,
- Company's official address,
- Company's phone numbers,
- Bank account details (where money would be paid),

8. Ownership of Quotations

MI reserves/funds ownership of all quotations received. As a consequence, bidders will not be able to stipulate requirements that their quotations are to be returned.

9. Opening of submitted quotations

The quotations will be opened on **6 April 2023** in MI Office in Juba, South Sudan, by the Evaluation Committee. The selection process will be recorded in writing by the Evaluation Committee.

10. Quotation evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications and quality standards, having a technician in Yei, arrival time of a technician on call to Yei if not based in Yei, the capacity to deliver and delivery time. The work will be awarded to the winning bidder according to the timetable mentioned above.

11. Exclusion criteria

The following are exclusion criteria:

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1. Not submitted the following company registration documents in South Sudan:

1.1.1. Copy of the company's certificate of incorporation,

1.1.2. Copy of Chamber of Commerce registration,

1.1.3. Copy Tax Identification Certificate,

1.1.4. Copy of Certificate of Operation,

2. Not bided according to the specification

13) Specific Technical and Financial Evaluation Criteria to standards:

- Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by evaluation committee,
- Contract agreement will directly be issued to the selected supplier upon approval.

14) Terms of payment

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

- Payment will be carried out quarterly in advance upon received invoices from the Contractor.

Annex 2: Bill of Quantity

For provision of VSAT bandwidth Contention Ratio 1:1, 3072 Kbps Uplink/1024 Kbps Downlink with Ku-Band Satellite Kit with 1-year subscription from 5 May 2023 to 4 May 2024 for Malteser International Office in Yei

No.	Description	Unit	Quantity	Unit price USD	Total USD
1	Provision of VSAT bandwidth Contention Ratio 1:1, 3072 Kbps Uplink/1024 Kbps Downlink with Ku-Band Satellite Kit with 1-year subscription from 5 May 2023 to 4 May 2024 for Malteser International Office in Yei	Subscription per month	Year		
2	Ku-Band Satellite Kit (Antenna, 3W BUC, LNB, Mikrotik router) with installation and configuration	This equipment is in place with existing VSAT bandwidth			
Total					

On behalf of Malteser International:

23 March 2023

Sincerely Yours,

Malteser Hilfsdienst e. V., Malteser International, Erna-Scheffler-Str. 2, 51103 Cologne, Germany

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