

20<sup>th</sup> February, 2025

**ALL INVITED SUPPLIERS**

**Ref No: SS-MWRI-471294-GO-RFQ**

1. The Government of South Sudan through the Ministry of Water Resources and Irrigation (MWRI) is implementing the Regional Climate Resilience Program for Eastern and Southern Africa Project (RCRP Project).
2. The Ministry of Water Resources and Irrigation (MWRI) has received funding from the World Bank and it intends to apply part of the proceeds to pay for Supply of a Camera to facilitate the Senior Communication and Knowledge Management Specialist conduct assignments for the RCRP as per the schedule of requirement in section A.
3. The Ministry now invites qualified suppliers to submit quotations to **Supply IEC Materials for the RCRP Project for the National Awareness Raising Campaign**. More details are provided in the Technical Data (Section D).
4. A firm will be selected under the Request for Quotations procedures and in a format as described in this RFQ, in accordance with the policies of the World Bank's Procurement Regulations for IPF Borrowers: Procurement in Investment Financing - Goods, Works, Non-Consulting and Consulting Services dated July 2016 and current edition September 2023. ("Procurement Regulations"), which can be found at the following website: <https://thedocs.worldbank.org/en/doc/6c0602876d68949e80820507d90a14ed-0290012023/procurement-regulations-september-2023>

**Section A: Quotation Requirements**

5. Brief description of the services required are listed below.

No	Item Description	Unit	Quantity
1	<b><u>IEC Materials</u></b>		
	• Polo T-Shirts.	Pieces	500
	• Shirts.	Pieces	25
	• Round Neck T-Shirts.	Pieces	1000
	• Half Jackets	Pieces	25
	• Caps	Pieces	1000



	• <b>Branded Handbags</b>	Pieces	200
	• <b>Branded Note Books</b>	Pieces	100
	• <b>Coffee Cups</b>	Pieces	150

6. **Quotations:** Bidders must quote for all the required items in the package. Partial quotations will be rejected. Quotations shall cover all costs of labour, materials, overheads, profits and all associated costs for performing the supply. The cost of performing the supply shall be included in the items stated and the cost of any incidental supply or materials shall be deemed to be included in the prices quoted.
7. Quotation must be in US Dollars.
8. **Validity:** Quotations must be valid for 30 days from the date of submission of quotations given below.
9. Warranty period shall be two (2) Months from the date of acceptance of the Goods. Any defects must be rectified within two weeks.
10. **Payment Terms:** Payments will be made in the following manner:
  - i. Submission of Invoice upon delivery and confirmation of the IEC Materials by the Senior Communication and Knowledge Management Specialist.
  - ii. Full Payment shall be made into the Supplier's Bank Account in the currency of the quotation within 14 days on completion of satisfactory performance of the purchase order and upon receipt of an invoice supported by a Delivery Note.
11. Quotations (**clearly marked with the quotation number and description and no other markings**) must be delivered to the address above by hard copy on or before **Wednesday, 12<sup>th</sup> March, 2025 at 02:00 PM local Time**. Late bids shall be rejected.
12. Your quotation in the **attached format** should be sealed in an envelope and addressed to and delivered at the following address:

NB. Full Quotations can be downloaded from NGO forum from the Tender section ([Latest Tenders & Other Advertisements topics - South Sudan NGO Forum - Communication Portal](#)) or at the Ministry of Water Resources from the Project Coordinator office at the below address.

**The Project Coordinator (RCRP)**  
**Project Implementation Unit**  
**Ministry of Water Resources and Irrigation (MWRI)**  
**Plot No: 11, Block No: AXII, Hai Cinema,**  
**Juba, South Sudan**





## SECTION B: QUOTATION SUBMISSION SHEET

1. Currency of Quotation: **US Dollars**
2. Delivery period offered: ..... days from date of contract signature
3. The validity period of this Quotation is: ..... days from the date for receipt of Quotations.
4. Warranty and or license period (where applicable): ..... Months.
5. We attach the following documents:
  - i. **Section C of the Request for Quotations completed and signed;**
  - ii. **A copy of valid Business Registration Certificate from bidder's country of origin,**
  - iii. **A copy of a valid Tax Certificate or Tax Identification Number from bidders country of origin**
  - iv. **A list of two recent contracts of similar nature supplied and of comparable value,**
  - v. **Warranty period.**
- 1) We confirm that our quotation is based on the terms and conditions stated in your Request for Quotations referenced above, and that any resulting contract will be subject to the draft Contract attached.
- 2) We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

### Authorized By:

Name: ..... Signature .....

Position: ..... Date: .....

Authorized for and on behalf of:

Vendor: .....

Address: .....

.....



## SECTION C: SCHEDULE OF REQUIREMENTS

(TO BE PRICED BY BIDDER)

Item No.	Description of Goods (Attach detailed specification if necessary)	Unit	Qty	Delivered Unit Price CIP Juba	Delivered Total Price CIP Juba
	• Polo T-Shirts.	Pieces	500		
	• Shirts.	Pieces	25		
	• Round Neck T-Shirts.	Pieces	1000		
	• Half Jackets	Pieces	25		
	• Caps	Pieces	1000		
	• Branded Handbags	Pieces	200		
	• Branded Note Books	Pieces	100		
	• Coffee Cups	Pieces	150		
	<b>Total</b>				

### NOTES:

*Attach any documents -brochure, technical data, etc that may provide additional description of goods required*

### Authorized By:

Name: .....

Signature .....

Position: .....

Date: .....

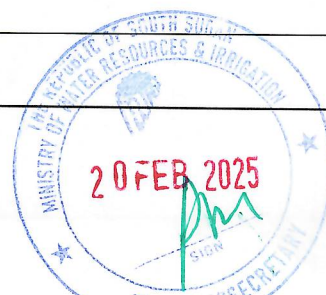
Authorized for and on behalf of:

Vendor: .....



## SECTION D: TECHNICAL DATA/SPECIFICATIONS

No.	DESCRIPTION	REQUIRED MINIMUM SPECIFICATION	BIDDER'S OFFERED DETAILED SPECIFICATION
1	Polo T-Shirts.	<ul style="list-style-type: none"> <li>✓ <b>Material Type.</b> 100% Cotton or Cotton - Polyester Blend.</li> <li>✓ <b>Weight.</b> 160-200gsm</li> <li>✓ <b>Color.</b> Vibrant, Fade-resistant</li> <li>✓ <b>Fit.</b> Men's &amp; Women Sizes (Regular fit)</li> <li>✓ <b>Design Front.</b> Project Logo &amp; Key Messages</li> <li>✓ <b>Sizes.</b> Mixed (60% XXL, 20% XL, 20% L)</li> </ul>	
2	Shirts.	<ul style="list-style-type: none"> <li>✓ <b>Material Type.</b> 100% Cotton or Cotton - Polyester Blend.</li> <li>✓ <b>Weight.</b> 160-200gsm</li> <li>✓ <b>Color.</b> Vibrant, Fade-resistant</li> <li>✓ <b>Fit.</b> Men's &amp; Women Sizes (Regular fit)</li> <li>✓ <b>Design Front.</b> Project Logo &amp; Key Messages</li> </ul> <p><b>Sizes.</b> Mixed (60% XXL, 20% XL, 20% L)</p>	
3	Round Neck T-Shirts.	<ul style="list-style-type: none"> <li>✓ <b>Material Type.</b> 100% Cotton or Cotton - Polyester Blend.</li> <li>✓ <b>Weight.</b> 160-200gsm</li> <li>✓ <b>Color.</b> Vibrant, Fade-resistant</li> <li>✓ <b>Fit.</b> Men's &amp; Women Sizes (Regular fit)</li> <li>✓ <b>Design Front.</b> Project Logo &amp; Key Messages</li> </ul> <p><b>Sizes.</b> Mixed (60% XXL, 20% XL, 20% L)</p>	
4	Half Jackets	<ul style="list-style-type: none"> <li>✓ <b>Material Type.</b> Lightweight, Water Resistant Fabric</li> <li>✓ <b>Weight.</b> 100-150gsm</li> <li>✓ <b>Color.</b> Bright, Reflective Colors</li> <li>✓ <b>Fit.</b> Men's and Women's Sizes</li> <li>✓ <b>Design Front.</b> Project Logo and Key Messages</li> </ul> <p>✓ <b>Sizes.</b> Mixed (Men &amp; Women)</p>	
5	Caps	<ul style="list-style-type: none"> <li>✓ <b>Material Type.</b> 100% Cotton or Polyester</li> </ul>	





No.	DESCRIPTION	REQUIRED MINIMUM SPECIFICATION	BIDDER'S OFFERED DETAILED SPECIFICATION
		✓ <b>Color.</b> White and Light Blue ✓ <b>Fit.</b> Adjustable ✓ <b>Design Front.</b> Project Logo ✓ <b>Sizes.</b> Adjustable	
6	<b>Branded Handbags</b>	✓ <b>Material Type.</b> Durable Canvas or Polyester ✓ <b>Weight.</b> 300-350gsm ✓ <b>Color.</b> Project branding colors ✓ <b>Fit.</b> One-Size ✓ <b>Design Front.</b> Project Logo and branding design	
7	<b>Branded Note Books</b>	✓ <b>Material Type.</b> Hardback cover with premium papers ✓ <b>Color.</b> Project branding colors ✓ <b>Design Front.</b> Project Logo	
8	<b>Coffee Cups</b>	✓ <b>Material Type.</b> Ceramic or Stainless Steel ✓ <b>Color.</b> White with Project branding ✓ <b>Design Front.</b> Project Logo and branding text ✓ <b>Sizes.</b> Standard Sizes	

***We confirm that we comply with the technical requirements or scope of services as detailed above.***

**Authorized By:**

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

(DD/MM/YY)

Authorized for and on behalf of:

Supplier: \_\_\_\_\_



## SECTION E: CONTRACT

THIS AGREEMENT made the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between [Name of the Purchaser] (hereinafter called "the Purchaser") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited quotations for certain goods and ancillary services, and has accepted a quotation by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) The Request for Quotations sent to the Supplier;
  - (b) The Price Schedule submitted by the Supplier [and the delivery period] and
  - (c) Schedule of Requirements and technical specifications.
2. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
3. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract: [Insert the methods of payment].

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Purchaser)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Supplier)

[Name of the Purchaser]

Quotation No \_\_ of \_\_/\_\_/\_\_

Date of Price quotation \_\_/\_\_/\_\_



Opening date of Quotations \_\_\_/\_\_\_/\_\_\_  
Place of Opening : \_\_\_\_\_

