**Call for Pre-qualification of vendors for goods/services for FY-2022 and onward.**

Nonviolent Peaceforce (NP) South Sudan is calling applications for pre-qualification from qualified vendors/ service providers/ companies for provision of different goods & services for FY-2022 and onwards. The prequalification will enable NP & qualified vendors to have common database for onward business and sending of RFQ’s for onward supply of goods & services.

Vendors or companies wish to take part in this process needs to complete NP forms available in NP director operations office or available in soft on South Sudan NGO Forum website.

The filled form should be supported by copies of below documents to verify entity/ies legal status in host country.

**Mandatory documentation and information**:

1. Valid Operational/ Trading Licence.
2. NRA tax registeration & valid tax clearance certificate.
3. Companies also need to provide registration certificate with South Sudan Chamber of Commerce. Articles & Momorandum of Association is also mandatory for companies to be submitted.
4. Three years audit reports from external chartered accountant firm.
5. Bank Statement starting from 1st Jan 2021 till 30th September 2021.
6. Proofs of business with National & International NGO’s and with companies.
7. Physical address, phone number and email addresses of the entity.

**Instructions for submission of documents.**

1. All envelop should be market clearly for category applying.
2. All documents must be put in one envelop only.
3. Incomplete documents will lead to disqualification of vendors/companies.
4. Deadline for submission of documents is 30th Nov 2021.
5. Documents should be submitted to below address only. If received by any other means will lead to disqualification of vendors/ companies.

Director OPS NPSS

Nonviolent Peaceforce Country Office

Plot:-27 , Block B, DDR Avenue

Kololo - Juba, South Sudan
Email: friaz@nonviolentpeaceforce.org

Note: This is only an invitation for prequalification and NP South Sudan has the right to cancel the process at any time without notice & NP South Sudan is not liable for any cost incurred by applicants at any level in this process.