

CALL FOR 2025 SUPPLIER PRE-QUALIFICATION

Program: SOUTH SUDAN

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 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, Renk, Yei and project office in Uyujuku.

In accordance with the overall targets of above-mentioned operations, MI intends to refresh their supplier database for 2025 and invites suppliers and service providers registered under the Laws of South Sudan with offices in Juba, Wau, yei and Renk in respective goods and services to submit their preselection dossier to MI so that they may be considered for submission of quotations.

MI hereby invites suppliers/service providers to submit your interest on the following markets:

- Agricultural seeds and seedlings
- Agricultural tools
- Auditing services
- Borehole drilling and motorization
- Borehole spares and accessories
- CCTV installation and maintenance
- Charter flights
- Conference facilities and hotel accommodation
- Construction and hardware materials
- Construction works
- Design and Printing (paper, textiles and large format images)
- Fuel and lubricant supply
- Insurance services (staff, fleet and properties)
- Internet services (Vsat, fibre, Starlink)
- IT equipment and related accessories
- Medical drugs and equipment supplies
- Menstrual hygiene & Management Kit and accessories
- Office stationery
- Office supplies and hygiene products
- Security services
- Solar equipment and accessories
- Taxi services (Juba and Wau)

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

- Vehicle and truck rental services
- Vehicle repair and maintenance services
- Vehicle spare parts and accessories supply
- Vehicle tracking services
- WASH NFI materials (buckets, jerrycans, cups, soap)
- Water testing kits , treatment (aqua tabs and chlorine) and consumable

Applications must contain the following documents that are mandatory:

Legal documents

- Copy of the company's certificate of incorporation,
- Copy of valid Chamber of Commerce registration,
- Copy of valid Tax Identification Certificate,
- Copy of valid Certificate of Operation/Trading License/Business permit (Import & Export License, if applicable)
- Company's official address, phone number and email address,
- ID card/Passport of the owner or legal representative

Other required supporting documents:

- Standard Price List
- Duly signed preselection questionnaire,
- Company profile
- Product catalogue,
- List of clients (INGOs/UN agencies,)
- Terms of delivery and payment
- Current bank Statement of last three months,
- Relevant staff complement
- Testimonials or letters of references from at least 3 organisations

Applications will be evaluated according to the following evaluation criteria:

- Completeness of documents submitted,
- Proven experience and performance with INGOs/UN agencies,
- Proposed lead times
- Site visits to ascertain adequate storage facilities and availability of stocks in the supplier warehouse
- Standard terms of payment,
- Geographic presence
- Competitive Pricing

Suppliers or service providers who do not fulfil the minimum requirements, completeness of required documents will be excluded from the preselection of suppliers and service providers.

Whilst we appreciate the existence of general traders, each bidder can only express interest in not more than 3 of the listed categories. We prefer to consider specialised traders in the relevant fields. Bidders who apply for more than 3 markets will automatically be disqualified from the selection process.

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Suppliers interested in being added to our list of selected suppliers, and participating in future restricted tenders and / or in signing framework contracts with us should submit their offers by 1600hrs 11th July 2025 on email: : mb.procurement-juba@malteser-international.org clearly indicating the market they are applying for in the subject line.

A duplicate hard copy package should be submitted physically in a sealed envelope bearing the market applied to the below address:

**Malteser International
Plot No. 246, Block 3k 2nd Class Residential,
Tonging Behind Indian Embassy,
Central Equatoria State,
Juba South Sudan**

All documents shared by the applicants shall be treated with high confidentiality

Any questions, inquiries, and requests shall be attended to thorough the above email.