

INVITATION TO TENDER

Background

Action Africa Help International (AAH-I) is a nongovernmental and nonprofit making Organization operating in South Sudan with a mission to support disadvantaged Communities to sustainably improve their standard of living through Community empowerment approach in partnership with stakeholders. AAH-I implements Primary Health Care, Agriculture, Humanitarian aid projects and Capacity Building.

The organization is inviting quotations from reputable companies to assess and overhaul a drilling rig in Maban as indicated below:

TERMS OF REFERENCE FOR ASSESSING AND OVERHAULING THE DRILLING RIG		
	COMPONENT	PROBLEM
1	Power swivel	Leakage of power swivel and mixing of water and hydraulic oil, loss of power
2	Hydraulic pumps	3 pumps have power loss
3	Main water/hydraulic pipes	Pipes worn out, leakage
4	Motors	Weak winch and power swivel motors and nonfunctional 2 mud pumps
5	Hydraulic pipes	Worn out and leakages
6	Control panel	Leakage in the control panel
7	Drilling bits	Worn out drilling bits of sizes 8 inch and 10 inch and 10-inch service casings
8	Exhaust pipe	Broken exhaust manifold
9	Drilling chains	Sagging chains



AAH South Sudan
Juba Office: **Hai Gabat – Opp JIT Supermarket**
Behind South Sudan Customs, Tel: +211 925 478 457
Email: sudan@actionafricahelp.org
Website: www.actionafricahelp.org

1. **REQUIREMENTS**

Administrative Requirement:

The bidder must provide the following documents;

1. Valid registration Certificate
2. Valid Tax compliance certificate
3. Operation License

Only registered company will be evaluated.

Technical Requirement

1. Company Profile which should contain evidence of past experience (attach a contract (s)/LPOs)
2. Work schedule
2. **Price and Currency:** The prices shall be in **United States Dollars (USD)**.
3. **Quotation should be on Company's letter head**
4. **Submission of Quotes**
The quotations shall be submitted in **Hard copies in sealed envelopes** on the address indicated below.

Submission Address

bids shall be submitted to:
AAH-I/UNHCR Logistic Base, Juba South Sudan
Near JIT Supermarket,

OR

**AAHI Maban Office
Bunj.**

5. **Inspection**

The bidder is expected to visit AAHI Maban workshop to carry out the assessment of the equipment in order obtain for himself, at his own expense, all information that may be necessary for preparing the tender and entering into contract. The bidder shall be fully responsible for the reliability and accuracy of all information so obtained.

6. **Registration for submission:**

Please ensure that, you register your hand delivered quotation/bid with the Procurement department and drop it in the bid box yourself, before you leave the Procurement department in Juba. Each hand delivered quotation/bid must be registered individually on the bids submission forms which will be available at Procurement department. Unregistered quotation/bid will not be considered even if it is dropped in the tender box.

7. **Request for clarifications**

Any request for clarification must be made in writing through the email:
procurement.southsudan@actionafricahelp.org strictly and must be received not later than **Tuesday the 13th February, 2024 at 12:00 pm Local Time.**

8. **Deadline for submission of the quotation**

The deadline for the submission of the quotes will be strictly on **Thursday the 15th February, 2024, at 4:00 pm Local Time.**

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9. Evaluation criteria

Evaluation will be based on administrative, technical and financial requirements. Bidders who will fail to submit any of the documents requested at administrative level will be disqualified from technical and financial evaluation.

10. Notification of the results

Only the successful and competitive bidder will be notified, and if you do not receive email communication within two weeks after the expiry of the deadline, consider your bid not successful.

11. Language for the bids

The language for the bids shall be **English** only.

Disclaimer

This is only a Call for quotations and AAH-I South Sudan reserves the right to either amend or cancel it at any time with or without notice. In such cases, AAH-I South Sudan shall accept no liability whatsoever. The prospective bidder is wholly responsible for any and all costs related to the preparation and submission of their quotations. The decision of the AAH-I South Sudan Procurement Review Committee shall be final.