

**TENDER NOTICE- ADVERTISEMENT**

**Reference Number:** RI-SSD—JUBA-020-605

**Office** Relief International South Sudan

**Deadline for Submission** 4:00 pm, Monday – August 3<sup>rd</sup> ,2020

**Tender Subject** Provision of Money Transfer financial Services to RI field offices.

**Invitation:**

Relief International, an International Humanitarian Organization with country head office based in Juba, invites authentic specialized Money transfer firms or financial institutions to participate in tendering for provision of money transfer services to Relief International field offices

**Tender instructions:**

1. Interested reputable companies can obtain tender documents by sending an email to; [ssd.procurements@ri.org](mailto:ssd.procurements@ri.org) with subject line "RI-SSD-020-JUBA-605- Provision of Money Transfer services to Relief International field offices" attaching your firm money transfer or financial services registration certificate.
2. **Only those firms that would have attached valid and authentic money transfer or financial services registration certificates would receive the bid documents.**
3. Last day of requesting for tender documents is **July 24<sup>th</sup> 2020 at 12.00 pm**. Relief International reserves the right not consider tender documents after the mentioned date.
4. Completed documents must be submitted no later than **4:00 pm, Monday August 3<sup>rd</sup> ,2020** only through secured tender email: [tender.southsudan@ri.org](mailto:tender.southsudan@ri.org) with subject line "RI-SSD-020-JUBA-605- Provision of Money Transfer services to Relief International field offices"
5. As a measure of combating spread of Covid19, **NO DOCUMENT SHALL BE SUBMITTED AND RECEIVED THROUGH TENDER BOX.**
6. Only companies specialised in Money transfer services shall be considered conditional to **instruction number 2 above.**
7. Relief International – South Sudan reserves the right to accept or reject any incomplete bid document.
8. Bids received after submission deadline above, will not be accepted
9. **Bidders should submit all files soft copies through tender email in instruction no. 4 and must follow all steps outlined in the invitation tender document.**

**Bids submitted in any other manner than listed in tender documents will be rejected.  
Any kind of Canvassing is prohibited and shall lead to disqualification.**