

## INVITATION TO BID

International Fertilizer Development Center (IFDC) Is an international Humanitarian Non-Governmental Organization operating in South Sudan in the sectors of Community Development and Empowerment, Livelihood and Agricultural Development in Rumbek, Lakes State, Bor, Jonglei State, Yambio, Western Equatoria, Torit, Eastern Equatoria State and Central Equatoria State. IFDC is duly registered Non-governmental Organization in South Sudan by RRC with registration number 3,500. IFDC wishes to procure services of competent service providers to provide the following categories.

ITEM DESCRIPTION		
A. PREQUALIFICATION FOR THE LISTED CATEGORIES		
S/N	Reference Number	Category
1.	IFDCSSBID1	Office Stationary
2.	IFDCSSBID2	Office Consumables
3.	IFDCSSBID3	Printing and Visibility Services
4.	IFDCSSBID4	Farm Inputs and tools
5.	IFDCSSBID5	ICT Items
6.	IFDCSSBID6	Hotel and Catering Services
7.	IFDCSSBID7	Printer servicing
8.	IFDCSSBID8	Vehicle Repair and Maintenance
9.	IFDCSSBID9	Office Fumigation Services
10.	IFDCSSBID10	Fuel Supply
11.	IFDCSSBID11	Travel Agent
12.	IFDCSSBID12	Car hire

**Bid Documents:** Interested service providers should submit their completed filled supplier questionnaire, to email address [ssdoperations@ifdc.org](mailto:ssdoperations@ifdc.org) latest by **May 19<sup>th</sup> 2022**

**Bid Submission:** Both Technical and Financial proposals to be submitted in soft copy, clearly labelled in email subject with the Procurement Reference Number e.g. (IFDCSSBID1 – Office Stationary) by **19<sup>th</sup> May 2022, 5:00pm CAT. Late submission shall be rejected automatically.**

**Bid Opening:** Bid opening is in accordance to IFDC internal procedures

Kindly note that only successful bidders shall be contacted. If you do not hear from us within 1 (one) month after the bid submission deadline, consider your bid unsuccessful.

**IFDC reserve the rights to reject any bid and is not bound to contract the lowest bidder or any other bidder. Any kind of lobbying will lead to automatic disqualification.**

