



INVITATION TO TENDER

FRAMEWORK AGREEMENT TENDER FOR SUPPLY OF OFFICE SUPPLIES

Catholic Relief Services (CRS) South Sudan is inviting proposals from all interested eligible and registered valuation professionals /firms to tender for supply of Office Supplies for two (02) years framework agreement. The RFP tender documents can be obtained from the CRS office in Juba, South Sudan. The objective of the RFP is to sign Long Term Agreement for the supply of office Supplies. To be eligible for consideration, interested vendors must meet the following requirements and should be able to provide valid evidence upon request.

- Be a legally registered valuation firm with authorization to work and operate in South Sudan, compliant with relevant laws, and have fulfilled obligations related to payment of government taxes and legal registration
- Certificate of registration from the Valuation regulatory authority
- Hold at least three years' experience in similar trade in South Sudan
- Have an established presence in South Sudan with the ability to demonstrate evidence of valuation works in the country
- Audited financial reports for the past two years
- Exhibits a good track-record and three references from previous clients.

The RFP tender documents can be requested from:

Palica Street, Hai Jerusalem, Juba, South Sudan. Catholic Relief Services (CRS) Office

Or

Send request to SouthSudanPRs@crs.org . In an email request, clearly mention the Tender Reference number in the Subject line together with Company Name, Requester name, Position and Contact number.

Tender Issuing Date : Monday, 6th December 2021
Tender Closure Date : Friday, 17th December 2021
Tender Closing Time : 15:00 hours South Sudan STD

Bids received after closing date time will not be considered.

The bids together with requested tender documents **MUST** be submitted in two separate envelopes / folders technical & financial proposal and on a company, letterhead signed, stamped by Director/Manager of the vendor and emailed only to sds_tender@crs.org with the subject line “**Tender Documents Ref. No. Ref. No. CRS-SS-158924-2021**” or submit hardcopy in sealed envelope to following address:

CRS South Sudan Bid Committee
Catholic Relief Services
Palica Street, Hai Jerusalem, Juba South Sudan.