



ADVENTIST DEVELOPMENT AND RELIEF AGENCY (ADRA)
MUNUKI SDA CHURCH COMPOUND, OFF KUWAIT ESTATE,
JUBA SOUTH SUDAN
DATE: 19th AUGUST, 2024

REQUEST FOR QUOTATIONS

ORGANIZATION BACKGROUND

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization of the Seventh-day Adventist church which has been in operation for over 60 years. Through an international network, ADRA delivers relief and development assistance to individuals in more 130 countries----- regardless of their ethnicity, political affiliation, or religious association. By partnering with communities, organizations, and governments. ADRA is able to improve the quality of life of millions through 9 impact areas namely: Livelihood and Agriculture; Children; WASH, Community Health; Disaster Response; Economic Growth; Hunger and Nutrition; Social Justice and Gender Equity

For over 37 years, ADRA South Sudan has been making a difference in individual's lives in one of the most difficult contexts in the world in both development and emergency contexts. In South Sudan, we implement programs in six thematic program areas of Education, Primary Health Care, Emergency Response and Integrated programming, including livelihoods and Agriculture; HIV/AIDS; WASH; economic empowerment and gender.

ADRA South Sudan through its **ASPIRE** project is calling for quotations from reputable companies for **Construction of a semi-permanent kitchen & dining room at ADRA Terek-eka Field office as specified below:**

KEY INFORMATION TO BIDDERS: PLEASE FOLLOW THE GUIDANCE OF THE RFQ ATTACHED



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S/N	Item Description	Quantity	Unit
	(Specification of items/works)		
1	Construction of a semi-permanent kitchen and dining room (9.28m X 4.8M)	01	block

NOTE:

1. A successful vendor is expected to be responsible for transportation of the construction materials to the construction site in Tereke-ka.

BID SUBMISSION DATELINE: Strictly on 23rd August, 2024 at 4:00 PM local time

SUBMISSION AND REQUIREMENTS

Vendors shall enclose all relevant legal company registration documents, including latest bank statement, valid Tax clearance certificate, etc in a well-sealed envelope. Ensure to register your hand delivered quotation/bids with procurement before you leave.

Online bids can be sent through this email: logisticoffier@adrasouthsudan.org

Only successful and competitive bidder will be notified. ADRA deserve the right to either amend or cancel this quotation with or without notification. The prospective bidder is entirely responsible for any cost related to the preparation and submission of their quotations.

The envelope shall bear the warning “Not to be open before the time and date for bid opening”. ADRA South Sudan will not assume responsibility of any UNSEALED and UNMARKED envelope if misplaced and will be rejected by the committee.

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

FOR ANY CLARIFICATION OR INQUIRY, contact, ADRA South Sudan Head Office

Juba Munuki SDA Church Compound.


Wani James Joseph
Logistics and Procurement Officer
ADRA South Sudan



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ADRA SOUTH SUDAN
QUOTATION REQUEST FORM

Request for quote# _____ Date 19/08/2024

Dear Sir/Madam:

ADRA is seeking quotation for the procurement of items listed in product "specification" below. Quotation from qualified vendors will be evaluated based on criteria listed established by ADRA including but not limited to, price, quality of goods, delivery, service/support, if applicable. ADRA reserves the right to accept or reject any and all bids. We would appreciate it if you could provide us with quotations for the items mentioned below. Specify additional information, if necessary

Thank you in advance.

Supplier's Name: _____ Date: _____ Address: _____

Tel: _____ Email: _____

Line item	Date required	Item Description	Qty	Unit	Unit/ Price	Total
1	23/08/2024	Construction of a semi-permanent kitchen and dining room (9.28m X 4.8M)	01	block		
TOTAL:						

Remarks: _____

Total Amount in Words: _____



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Quotation Valid Until (Date): _____

Vendor's requested payment terms: _____

Delivery period: _____

Vendor's Authorized Signature: _____

Date: _____

Vendor's Stamp





**PROPOSED CONSTRUCTION OF SEMI-PERMANENT KITCHEN & DINNING ROOM-
MEASURING 9.285 M X 4.800 M**

Item No.	Item Description	Unit	Quantity	Unit price	Total
				/cost	Amount
				(USD)	(USD)
1	Excavation and anti-termite treatment				
1.2	Excavation of 300x300x400mm hole ready to receive eucalytus or teak poles	NO	45		
1.3	Anti-termite treatment of the entire building area including holes	M ²	5		
1.4	Assorted nails	Kg	15		
	Sub-total				
2	Walling				
2.1	4m long 10cm diameter local antitermites poles (Big poles)	pcs	45		
2.2	4m long, 5cm diameter local antitermite poles (small poles)	pcs	35		
2.3	1200x2400 mm wire mesh for the window openings as per drawing	Roll	2		
2.5	G28 iron sheeting nailed firmly	NO	40		
2.6	Normal raw bricks for apron	NO	200		
2.7	Providing and laying hand mixed 1 : 4 : 8 cement concrete bed under floors using graded Crushed Aggregate upto 1-1/2" (37 mm) and down gauge complete with leveling, ramming, watering and curing.	M3	44		
	Sub-total				
3	Roofing materials (eucalyptus poles or equivalent local poles)				
3.1	4m long 10cm diameter local antitermites poles (Big poles)	pcs	35		
3.2	4m long, 5cm diameter local antitermite poles (small poles)	pcs	35		
3.3	G28 Iron sheet, ordinary color	NO	18		
	Roofing nails	Kg	15		
	Sub-total				
4	Door				
4.1	G28 Iron sheet double door frame; size 1000x2000 mm high overall, door shutter size 850x2000 mm high	NO	4		
	Sub-total				
	TOTAL COST materials				

