

REQUEST FOR QUOTE NOTICE

Deadline for submission of bids December 1st, 2021 before 5:00pm

From: Samaritan's Purse.
South Sudan, Hai Cinema next to
Quality Hotel, Old Juba Town Road.
E-mail: SouthSudanSealedBid@samaritan.org

Date: November 24th, 2021

Subject: PR AGJB 22001 Spare Parts for drilling machine.

Samaritan's Purse wishes to contract a legally recognized service provider (company) for Supply of TOR **AGJB 22001 Spare Parts for drilling machine.**

Item#	Qty.	Unit	Part #	Item Description	Unit Cost (USD)	Total Cost (USD)	Comment
1	6	Pcs	D1174696	Diesel fuel filter - Deutz Engine			Engine make : Deutz
2	6	Pcs	D1174421	Oil filter - Deutz Engine			Model : BF6L914
3	5	Tins	COCOP10 0G	Copper Multipurpose Grease (Classic Oil)			Engine No. : 1902866-G-10
4	3	Pcs	0118-0448	Fan Belt - Deutz Engine			
5	5	Pcs	1R-0716	OIL Filter - CAT COMPRESSOR			Engine serial; JSC11357 Engine Model; C9 (CAT)
6	8	Pcs	1202 8040 02	Oil Filter -CAT COMPESSOR			MODEL:- XRHS366CD
7	4	Pcs	1R-0751	FUEL FILTER - CAT COMPRESSOR			
8	10	Tins	500g TIN	ANTI-SEIZE COPPER GREASE (Operating Temp : -20degree to +1100degree)			
9	200	JCA NS	T6 5W-40	SHELL Rotella: T6 FULLY SYNTHETIC HEAVY DUTY DIESEL ENGINE OIL IN 5LTS CANS			
10	80	Liter s		Gear oil SAE 85W90, 80 liters			

Manner of Submission:

Please submit your tender in accordance with the requirements detailed below,
Either

By hand delivery to Samaritan's Purse Juba office, HAI CINEMA NEXT TO QUALITY HOTEL, JUBA TOWN ROAD in sealed enveloped clearly marked **PR AGJB 22001 Spare Parts for drilling machine.**

OR

By Email to the following address (Tender committee email): SouthSudanSealedBid@samaritan.org with formal bid & additional supporting documentation indicated below. The subject line should be **PR AGJB 22001 Spare Parts for drilling machine.**

Sealing and Marking of Bids

The Bidder shall enclose the bid in a plain envelope securely sealed, the envelope shall:

- Be addressed to the tender committee (see above e-mail address), Juba office.
- Bear the bid reference number **PR AGJB 22001 Spare Parts for drilling machine** as subject of the bid
- No other markings should be on the envelope.
- The bidder will drop the envelope into a tender box located at the Samaritan's Purse office reception and shall register the company and name of the person dropping the envelope. If all envelopes are not sealed and marked as required, the tender committee will reject the bid during the review time.

Bidders with questions regarding this notice should send them in writing to the email address: Copying SouthSudanSealedBid@samaritan.org

Your bid should clearly indicate the following:

- Detailed specifications (if different from stipulated specifications):
- Limitations.
- Mode of payment, terms & conditions.
- DDP Juba SP Office

Bid Disqualification Criteria:

- Any Supplier that fails to attach the following documentation with bid will be disqualified immediately;
 1. Copy of valid tax clearance certificate.
 2. Copy of company incorporation certificate (**Renewed**). **Make sure to submit both sides & stamped.**
 3. **The bid should have at least 12 months' quote validity with clear delivery lead time Since there is possibility of repetitive purchases**
 4. Currency of offer should be **USD** with clear terms of payment terms.
 5. Sign & Stamp Samaritans Purse **tender code of conduct** and return it alongside quotations.
 6. Copy of minimum three purchase orders or contracts duly acknowledged by both parties that reflect delivering the same category of **Supply of Drilling Machine Spare Parts** to other organizations since 2018 – 2021.

Conditions of bidding:

- Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic bank transfer/checks.
- Business Contact details including President/Owners of the company.
- Samaritan's Purse is not subject to VAT; therefore, all offers should be exclusive of VAT costs.
- NB: **No tender documents are to be requested from the office.** You only need to submit your quotation as instructed above.
- Should be legally registered company.
- With a track record or experience of **Supply of Drilling Machine Spare Parts.**
- Ability and capacity to supply the specified work to Samaritan's Purse Juba office SP field Office.
- If submitting in an EMAIL format, **only** bids submitted **solely** to SouthSudanSealedBid@samaritan.org will be accepted.
 - Emailed Bids will be REJECTED if:
 - Another Samaritan's Purse email is in copy
 - Submitted separately to any other party.
 - Any coercive behaviour is suspected.
 - Failure to meet selection criteria indicated below (Marked Red)

Terms & Conditions:

- SAMARITAN'S PURSE accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their applications;
- Time of delivery of service is very important; the service provider should therefore indicate a reasonable time for supply upon receiving of Purchase Order (PO) otherwise delay penalties will be strictly implemented and no time extension would be granted unless for reasons beyond the contractor's control.
- SAMARITAN'S PURSE reserves the right to award the most qualified service provider (contractor) regardless of the lowest price submitted;
- SAMARITAN'S PURSE reserves the right to award to more than one bidder or to reject all applicants and cancel the solicitation at any time.