



# CHILDREN AID SOUTH SUDAN

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Children Aid South Sudan Head Office  
Gudele1, Block 8, Zain Customer Care Office  
Last Floor (5<sup>th</sup>)  
South Sudan

16<sup>th</sup> November 2021

## Request for Tender for Vegetable Seeds, Simple Farm Tools and Fishing Kits RFQ\_1333\_2021

For delivery of vegetable seeds to Children Aid South Sudan in Juba Head Office, Gudele 1, Block 8, Zain Customer Care Office, 5<sup>th</sup> Floor

Annex A: Specification of Tendering  
Annex B: Bill of Quantity

We look forward to receiving your tenders by or before the **submission deadline on:**  
**30<sup>th</sup> November 2021 at or before 4:00PM CAT**

Note that hard copies are to be submitted in a sealed envelope with a clear Tender reference number: **RFQ\_1333\_2021** while electronic copies are to be submitted with a clear Tender reference number **RFQ\_1333\_2021** to [logistics.childrenaid@gmail.com](mailto:logistics.childrenaid@gmail.com)

Thank you for your cooperation.

Sincerely Yours,

Zakaria Silvan Lewe

Checked by:  
Ivu Sunday

Approved by:  
Gilbert Drici





### **Annex A: Specification of Tendering**

**Request for Quotation RFQ\_1333\_2021 for Supply of Vegetable Seeds, Simple Farm Tools and Fishing Kits to Children Aid South Sudan, Juba office.**

#### **1. Description of the organization and its activities**

Children Aid South Sudan (CASS) is a South Sudanese national organization registered with the Ministry of Justice (MoJ) Reg No: 2061, with a license of operation from the Ministry of Humanitarian Affairs and Disaster Management Reg No: 091. Children Aid South Sudan was established in 2014 to respond to the needs of the vulnerable conflict and other disaster affected population, the organization has grown into a reputable South Sudanese national organization and supports in areas including Health and Nutrition, Education, Protection and Food Security & Livelihoods, WASH and social services.

#### **1.2 Objective of RFQ**

In accordance with the overall targets of above-mentioned operations, Children Aid South Sudan plans to order for Supply of Vegetable Seeds, Simple Farm Tools and Fishing Kits to Children Aid South Sudan, Juba office.

#### **2. Tenders Presentation**

- 2.1. The tender shall be Submitted in a sealed envelope and delivered to the Procurement and Logistic Section, at Children Aid South Sudan Office or send to
- 2.2. The deadline for the delivery of the tenders is: **30<sup>th</sup> November 2021 04:00 PM CAT.**

#### **3. General conditions**

- The tender shall be typed or written and signed on each page by the legal representative of the supplier,
- The winning supplier might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
- The prices of the tender will be expressed in United States Dollars. The prices must be on unit price basis as well as by totals,
- The prices will be considered fixed. No additional change of whatsoever nature and type will be accepted by Children Aid South Sudan. Children Aid South Sudan reserves the right to accept or reject all tenders depending on prevailing condition at the time.

#### **4. Technical specification**

No	Description	Unit	Quantity	Unit Cost US\$	Total Cost US\$
1	Jute mallow (Kudura)	50grams Sachet	11,500		
2	Amarethus (Gwedegwede)	50grams Sachet	11,500		
3	Okra/pusa sawani	50grams Sachet	11,500		
4	Onion /red creole	50grams Sachet	11,500		
5	Tomatoes/ rio grade	50grams Sachet	11,500		
6	Hand Hoe "jembe" with wooden handle	Pcs	11,000		
7	Coil of Monofilaments	Pcs	11,000		
8	Fishing hooks (size 5)	Box	11,000		
9	Spool of twine (size 15)	Pcs	11,000		
<b>Total</b>					

## 5. Additional Technical Specification for Vegetable seeds

Varietal Purity	98% Minimum
Analytical purity	97% - 98% Minimum
Germination rate	70% Minimum (75% minimum for Tomatoes)
Moisture content	8% Maximum

Activities	DATE	TIME
Deadline for submission of tenders	30 <sup>th</sup> November 2021	4.00 PM CAT
Opening of submitted tenders starts	2 <sup>nd</sup> December 2021	-
Notification of award to the successful contractor	6 <sup>th</sup> December 2021	-
Signature of contract	9 <sup>th</sup> December 2021	-

All times are local time in Juba, - South Sudan Standard Time

## 6. Content of tender

All submitted tenders must conform to the requirements mentioned in the RFQ. Furthermore, they must include the following documents:

Part 1 - Tender: A tender for Supply of Vegetable Seeds, Simple Farm Tools and Fishing Kits to Children Aid South Sudan Juba office

The format BoQ can be used or a separate one depending on supplier's choice. Additional sheets may be attached for further details.

Part 2 - Legal documents

- Copy of the company's certificate of incorporation,
- Copy of Chamber of Commerce registration,
- Copy of Tax Identification Certificate,
- Copy of Tax Clearance Certificate
- Company's Bank Statement of last three months,
- Sample Must be provided before purchase order for verification by the supervisor.
- Bank account details (where money would be paid),

## 7. Ownership of tender

Children Aid South Sudan reserves/funds ownership of all tender received. As a consequence, bidders will not be able to stipulate requirements that their tenders are to be returned.

## 8. Opening of submitted tenders

The opening of tenders starts on 22<sup>nd</sup> November 2021 in Children Aid South Sudan Office in Juba, by the Evaluation committee. The selection process will be recorded in writing by the committee.

## 9. Tenders' evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications and quality standards, and the capacity to deliver, delivery time and meet timeframes as specified. The work will be awarded to the winning bidder according to the timetable mentioned above

## 10. Specific Technical and Financial Evaluation Criteria to standards:

- Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by evaluation committee
- Contract will directly be issued to the selected supplier upon approval

## 11. Terms of payment

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

- 11.1. Payment terms will be within 10 business days after receipt of goods and invoice, by electronic bank transfer
- 11.2. For the monetary value of the seeds, 75% will be paid within 10 business days after receipt of seeds and invoice by electronic bank transfer or cheque. The remaining 25% will be paid after 60 days on confirmation of adequate germination.



**Annex B: Bill of Quantity**

The quantities stated against each item of the Bill of Quantities (BOQ) are the estimated quantities and are therefore provisional. The contractor shall be paid for actual quantities received.

No	Description	Unit	Quantity	Unit Cost US\$	Total Cost US\$
1	Jute mallow (Kudura)	50grams Sachet	11,500		
2	Amarethus (Gwedegwede)	50grams Sachet	11,500		
3	Okra/pusa sawani	50grams Sachet	11,500		
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8	Fishing hooks (size 5)	Box	11,000		
9	Spool of twine (size 15)	Pcs	11,000		
<b>Total</b>					

Signed and Stamp by Supplier: \_\_\_\_\_