



Islamic Relief
Worldwide

Faith inspired action

REQUEST FOR QUOTATION (RFQ): Ref NO: PREQ00007654/2026 - SUPPLY AND DELIVERY OF FARMING INPUTS (AGRICULTURAL TOOLS AND VEGETABLE SEEDS).

7th July 2026

Delivery Location: TONJ NORTH AND KAPOETA EAST

Background

Islamic Relief is an independent humanitarian and development UK based organization, with an active presence in over 40 countries across the globe, we strive to make the world a better and fairer place for people still living in poverty. Islamic Relief South Sudan began its humanitarian operation in South Sudan in 2004 focusing on providing life-saving aid and implementing developmental programmes to support people affected by drought and conflict by establishing three sub-offices in Narus (Kapoeta East), Wau, Warrap and its main offices in Juba.

In this regard, IRSS invites qualified and competent bidders to submit quotations for the supply and delivery of farming inputs (Tools and Vegetable Seeds), as specified in the requirements below.

S/N	Type of Crops	Type of variety	Unit	QTY	Unit Price	Total Price (\$)
1	Eggplant	Black Berry	50 g	400		
2	Tomato	Money Maker	50 g	400		
3	Okra	Clemson Spineless	50 g	400		
4	Cowpeas	Pinkeye Purple Hull	2 kg	400		
5	Pumpkins	Arjuna F1	50g	400		
6	Amaranthus	Dubius (Mchicha)	50g	400		
7	Jute Mallow		50g	400		
8	Simsim		5kg	400		
9	Green Peas		5kg	400		
10	Sorghum	Wad Ahmed (Short Variety)	5 kg	400		
11	Green Peas		5kg	400		

1	Watering Can 	10 litres capacity	PCs	400		
2	Rake with metallic handle 	Rakes with metallic handle, 14 teeth L=150 cm	PCs	400		
3	Hoe with handle assemble 	Cock brand with H304,3.0LB	PCs	400		

Summary of Bid Prices

No.	Description	Total Price in USD (\$)
1	Grand Total Bid Price (USD) Inclusive delivery cost to Tonj North & Kapoeta East (To be delivered 50/50 of items to Tonj North & Kapoeta East)	
2	Discount Ratio (if any) ... % and the amount	
3	Grand Total after Discount	
4	Delivery time scales (in days)	

We have carefully checked and examined all bid documents and we are offering the costs above on a fixed basis and they are not subject to any changes or alterations including those due to currency fluctuations.

Total Price USD (\$)

In words [_____]

Bidder's Signature

Stamp

Date

Bidder is required to stamp this document with their legal company stamp no bid will be accepted without a genuine company stamp

BASIC REQUIREMENTS NEEDED

The Supplier is required to work as per the below guidelines;

- a) Samples of Certified and viable seeds from registered Manufacturers are to be delivered to IRSS office in Juba for observation and approval on **Tuesday 14th July 2026 between 1:00pm to 4:00pm**
- b) Prior to the award of the contract, the first germination test shall be conducted by IRSS in collaboration with the Ministry of Agriculture, and the results shall be evaluated to determine the seed's compliance with the required germination standards and specifications.
- c) 2nd germination test will be conducted at the project sites before distribution to the beneficiaries in the Field office under the supervision of the County Agriculture Department. The conclusion will be based on the 2nd germination test. Any seed showing the result of a germination test of less than 70% will be rendered of poor quality and not suitable for distribution to beneficiaries. Hence, will not be accepted.
- d) All the certified seeds are to be delivered to the project sites.
- e) All the seeds supplied should be compatible with soil types in Kapoeta East and Tonj North.
- f) All the seeds are required to be delivered to Kapoeta East and Tonj North.

EVALUATION CRITERIA

Score criteria supply and delivery of farming inputs (agricultural tools and vegetable seeds).		
A	Mandatory Criteria (Fail will not be considered for next stage)	Pass/Fail
	Certification of Incorporation	Pass/ Fail
	Tax Clearance Certificate. Must be valid and updated.	Pass/ Fail
	Operation License - Must be valid and updated.	Pass/ Fail
	ID/Passport copy of the director (s).	Pass/ Fail
	Memorandum of Understanding (MOU) Must be valid and updated/ stamped page	Pass/ Fail
	South Sudan membership certificate (Chamber of Commerce) Must be valid and updated.	Pass/ Fail
Pass Mark		

NOTE:	Bids lacking any of the documents listed as Mandatory will lead to automatic disqualification and shall Not be considered for technical evaluation	
B	TECHNICAL ANALYSIS	100
1	Value of Similar Work Experience in last 3 years (Copy of Contract/Completion Certificates)	
	No similar past work experience (Copy of Contract/Completion Certificates)	0
	One (1) similar past work experience (Copy of Contract/Completion Certificates)	5
	Two (2) similar work experience (Copy of Contract/Completion Certificates)	10
	Three (3) similar past work experience (Copy of Contract/Completion Certificates)	20
	Four (4) similar past work experience and above (Copy of Contract/Completion Certificates)	30
2	Number of Years in Operation at least 5 years. (1yr -5, 2yrs-10, 3yrs-15, 4yrs-20, 5yrs & above-30}.	30
3	1st Germination test percentage: (score for 1st germination test; below 70% - 0 marks, 70-80 -20 marks, 81-100% - 40 marks)	40
	Pass mark 70%. Note: Bidders who will not score 70% and above in the technical analysis will automatically be disqualified and shall not be considered for financial evaluation	
C	c). FINANCIAL ANALYSIS	100
	Stamped & Signed Certified Bank statement of last three months (1 st April 2026 to 30 th June 2026) with closing balance to sufficiently cover for the value of the RFQ.	50
2	Within Budget	30
	Not within Budget	0
3	Evidence of Certified letter of credit facilities from the reputable bank, indicating maximum credit allowed.	20
	Pass mark 70%.	
	N/B: Bids who will not score 70% and above in the financial analysis will automatically be disqualified and shall not be considered for further evaluation	

Supplier Code of Conduct

1 Islamic Relief's Supplier Code of Conduct

2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights;

and

Principle 2: Make sure that they are not complicit in human rights abuses.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour;

and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility;

and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

All RFQs must be submitted before **Tuesday, 14th July 2026 at 1:00 PM CAT**

Interested bidders are required to strictly follow the specified criteria and submit all documents online to the following email address: Tendering.IRSS@islamic-relief.com.ss with the subject of the email as;

REQUEST FOR QUOTATION (RFQ): Ref NO: PREQ00007653- SUPPLY AND DELIVERY OF FARMING INPUTS (AGRICULTURAL TOOLS AND VEGETABLE SEEDS) FOR TONJ AND KAPOETA.

For any issues relating to the tender or its contents please email directly to; Procurement.IRSS@islamic-relief.com.ss

Late submissions or failure to adhere to the submission requirements will result in disqualification.

Instructions to Interested Bidders

- No hardcopy submissions will be accepted.
- All tenders should be submitted via email to the above-mentioned email & subject of email.
- The size of the email should not exceed 25MB
- Interested suppliers should send the documents in PDF format that is not password protected.
- Any links sent or password protected documents will not be considered.
- Suppliers are encouraged to send documents as one batch in one email.