



Date: 25. AUGUST.2022

INVITATION TO BID-NOTICE

Introduction;


Universal Intervention and Development Organization (UNIDOR) in partnership with Christian Aid South Sudan (CASS), is implementing a project: Emergency food security and early recovery livelihood support for the most vulnerable households in Nyal County while responding to the very vulnerable provision of agricultural tools and seeds, in Unity state.

The project goal is to Enhance community resilience and livelihood recovery capacities food security and livelihoods; therefore, the project seeks to avert dire food security situation in Nyal

The Purpose of this Invitation to Bid (ITB)

Through this Invitation to Bid (ITB), UNIDOR seeks to secure competitive Bids for the selection of a company to supply goods. Eligible and qualified and competent companies to supply agricultural seeds and tools are invited to submit their bids as follows

AGRICULTURAL SEEDS AND TOOLS

S/No.	DESCRIPTION OF GOODS	UNIT OF MEASURE (UOM)	QTY
1	Watermelon seeds crimson sweet (Packet of 50 gm)	Sachets	600
2	Pumpkins seeds small sugar (Packet of 50 gm)	Sachets	600
3	Okra seeds (Pusa-sawani) packet of 100 gm)	Sachets	500
4	Yam (Root tuber)	pcs	1,300
5	Malodas factory made (with handle) 215 X 185 	pcs	1000

TERMS AND CONDITIONS FOR BIDDING.

Your bid should clearly indicate the following:

1. Provide legal required documents of the company as follows;
 - Copy of valid Certificate of tax clearance,
 - Copy of the company's certificate of incorporation,
 - Copy of Chamber of Commerce registration,
 - Copy of Tax Identification Certificate,
 - Bank account details preferably where the money would be paid.
 - Copy of Certificate of Operation,
 - Company's Bank Statement,
 - Company's official address,
2. Price based on the current context, Currency of offer -USD and Mode of payment
3. Delivery time frame; clearly indicate the number of days required for delivery to UNIDOR Office:
4. Provide detailed specifications as stated on the RFQ (detailed specification if different from stipulated one):
5. Attach copies of reference list of at least 3 NGOs/NNGOs for supply of the specified items.
6. Validity of the offer should be min 60 Days
7. Payment shall be within 30 working days after receipt of goods and invoice, by cheque or transfer.
8. Ability to deliver all the above items to the partner offices.
9. Business Contact details including President/Owners/CEO of the company.
10. UNIDOR is not subject to VAT; therefore, all offers should be exclusive of VAT costs.

NOTE: Delivery DDP Juba (Tax and Duty Paid)

TENDER EVALUATION CRITERIA FOR BOTH LOT ONE AND TWO:

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.**

The supply of goods for both lots will be awarded to the winning bidder according to the stated criteria above.

CODE OF CONDUCT:

The project team's work is based on deeply held values and principles, it is essential that our commitment to the rights of beneficiaries is supported and demonstrated by all persons and entities working for UNIDOR. All bidders obliged to abide by the organization Code of conduct.

NOTIFICATION OF THE OUTCOME.

Only the successful and competitive bidder will be notified, and if you do not receive email communication within two weeks after the expiry of the deadline, consider your bid not successful.

LANGUAGE FOR THE BIDS

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

CONTRACT:

UNIDOR will enter into a contract with a competitively selected company.

The contract shall clearly stipulate; terms and condition to be performed by the service provider timelines, mode of payment among others.

LOT LABELING AND SEALING OF BIDS:

The company **MUST** clearly label the sealed envelope and written "AGRICULTURAL TOOLS AND SEEDS."

Each hand delivered quotation/bid must be registered individually on the bids submission book which is available in the security guard room. Unregistered quote/bid will not be considered even if it is dropped in the tender box.

CLARIFICATIONS

Any request for clarification must be made in writing through the following emails:

1. nyak@unidorss.org
2. okumuj@unidorss.org

Not later than 02th, SEPTEMBER, 2022 at 12:00 pm Local Time/South Sudan time.

DEADLINE FOR THE SUBMISSION OF THE QUOTATION/BIDS

The deadline for submission of the offer will be strictly on **Tuesday the 06th, SEPTEMBER 2022, at 3:00 pm Local Time.**

DISCLAIMER

This is only a Call for quotations/Bid and UNIDOR South Sudan reserves the right to either amend or cancel it at any time with or without notice. In such cases, UNIDOR South Sudan shall accept no liability whatsoever. The prospective bidder is wholly responsible for any and all costs related to the preparation and submission of their quotations.

The decision of the UNIDOR South Sudan Procurement Review Committee shall be final.