

14th June 2021,

Request for Quotations (RFQs)

[Handwritten Signature]
14/06/2021

REF: RFQ-485-21-IPPASE - Call for Quotations for Provision of Translation Services (English to Dinka Dialect)

Catholic Agency for Overseas Development (CAFOD) is implementing its project through local implementer partners across South Sudan in areas of sustainable food security, Livelihood, peacebuilding, and emergency response.

We are inviting for the potential Service Provider for Provision of Translation Services from English to Dinka Dialect.

Please tender your proposal as per Terms of Reference (ToR) in the **Annexed A:**

1. Submission Date and Address:

We would like to receive your proposal on or before **25th June 2021 at 4:00pm** (Juba Local Times) through the following address below;

Bids shall be submitted to:

CAFOD & Trocaire in Partnership (CTP)

CTP Office, Plot 19, Block XIII, P.O.Box 7, Hai Malakal - Juba, South Sudan

Envelope should be labeled with reference no#: RFQ/485/21-IPPASE.

2. Price and Currency:

The quotation shall be in **United States Dollars (USD).**

3. Language for the Bids:

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

4. Minimum Requirements (Mandatory):

- A. Certificate of Incorporation (**Valid copy attached**)
- B. Tax Clearance Certificate (**Valid Copy**), and Tax Identification Certificate
- C. Operation Licence/Trade Licence (**Valid Copy**)
- D. Membership certificate from South Sudan chamber of commerce
- E. References/Recommendation (minimum of 3 with evidence of engagement contracts) - a list of references, preferably from INGOs or UN agencies, for the same services.
- F. The quotation prices will be valid for **30** days from the date of receipts of the quotation.

5. ANNEXES:

- A. Term of Reference Annexed: A
- B. CAFOD Terms & Conditions Annexed: B
- C. CAFOD Supplier Code of Behaviour: C