



Reference

Call for quotation for the supply of Child friendly space PSS materials for Project Implementation in Renk Upper Nile state County

This call shall run from 2nd September 2024 and Close on 13 September 2024



Background of Organization

Africa Development Aid (ADA) is an expanding National, Non-Governmental, Humanitarian and Development organization operating in Upper Nile, Jonglei, Unity, Eastern & Central Equatorial States and GPAA. At ADA, we support vulnerable communities to realize their full potentials. We focus and emphasize on building resilience by creating an environment in which local populations can thrive and become self-reliant. We work to prevent and overcome situations that adversely affect community well-being by reinvigorating the economy, developing skills for life and work, providing humanitarian aid, and influencing policies. Our belief is that economic, social and environmental security are the bedrocks of a healthy community; therefore, our programming is aimed at empowering the communities to make the good use of the humanitarian and development assistance ADA provides.

For the past ten (10) years ADA has strengthened rural livelihoods through Food Security & Livelihoods, environmental awareness, Emergency Shelter & Non-Food Items (ES/NFIs), WASH, Peace building & Women Empowerment by transforming harmful cultural practices, Child protection and Education amongst others

It's against this background and in the pursuit of our programming that we are calling for quotations from reputable bidders to supply of PSS items to Support project implementation in Renk County Upper Nile State.

Details for the call for quotations are outlined in the following sections for your reference.

**ADA's service commitment and creed**

ADA serves all persons without any discrimination at all but taps the richness from the diversity in knowledge, skills and cultures from the various races, faiths, gender identities, professions and nationalities.

Legal Status

ADA is duly registered in South Sudan by the Registrar of NGOs, in the ministry of Humanitarian Affairs and Relief and Rehabilitation Commission as a National Non-Government Organization or charity.

ADA's Vision: ADA aspires to be exemplary and viable to support: food secure-literate-health community in safe environments

ADA's Mission: ADA supports: integrated development among the need to fight conflict, disaster, poverty, ignorance, hunger, ill-health and environmental degradation.

Items to prepare quotes for:**CFS Items for Children**

S/no	Items	Unit	Quantity
1	Football (size 4 =20pcs, (size 3=10)	Pcs	30
2	Volley Ball (size 3)	Pcs	20
3	Net balls (size 4)	Pcs	20
4	Netball net_(size 400 mm)	Pcs	10
5	Drawing book_(A4=50 dozen, A3= 100 dozens)	Dozens	150
6	Skipping ropes_size 20 feet's	Pcs	50
7	Playing Cards (Ordinary type)	Packages	50
8	Ludos (size 33 cm)	Packages	50
9	Color (normal size)	Packages	100
10	Chess_(20 inches)	Sets	50



11	Plastics Chairs	Pcs	25
12	Plastics Table	Pcs	10

ADA, Store project site ADA Office Tongpiny Opposite Medair

Packaging must be 100% High Quality and expire date must be shown clearly on Item package/bag specially in food items

Legality

- ❖ All the legal documents must be attached to verify the capacity and must be valid registered and those required are, Certificate of incorporation
- ❖ Trading licence
- ❖ Tax Identification Certificate (TIN)
- ❖ Memorandum & Articles of Association
- ❖ Financial statements and audited accounts for the past 2 years
- ❖ Company profile
- ❖ Certificate of completion/reference information of previous undertakings of similar contracts
- ❖ Details for key staff members
- ❖ Tax Exempt Certificate (if applicable)

Price and currency policy:

The prices shall be free of VAT and other public charges. Which you may thought of, the prices shall be quoted in United State Dollars (USD). The quoted price shall be valid for 30 days from date of closure of submission of quotes.

Submission: Quotation shall only be submitted in hard copy to the following address: ADA Office, UNMISS Road Opposite MEDAIR Country office in Thongpiny and shall be dropped into a tender box by the company representative.

Registration for submission:

Please make sure, you register your hand delivered quotation with the procurement department and drop it in the Tender box yourself.

Request for clarifications:

Any request for clarification must be made in writing through [email: johnyiek.ada@gmail / 0923661188](mailto:johnyiek.ada@gmail.com). This enquires must be send within **48 hours** before the tender closing date.



Evaluation of quotes and award of supply contract:

The quotes will be evaluated and the supply contract must be awarded based South Sudan legal Register Documents and price, delivery terms, brand, quality assurances and any other factor which the procurement committee shall deem necessary. **Notification of the results:**

Only the successful bidder will be notified, and if you do not receive an order in writing from ADA within two weeks after the expiry of the dateline, consider your bid unsuccessful.

Language of the bid:

The language to be used when applying shall be English only.

Terms of payment procedures:

Payment shall be made within a maximum of 30 working days after the completion of delivery of the materials subject to appropriate deduction for incomplete deliveries upon the presentation of commercial invoice. Payment will be made by **Bank transfer** to the supplier's **Bank Account** only.



The dateline for the submission of the quotes will be strictly on Friday 13th Sept 2024 at 4:00 PM

Disclaimer:

This is call for quotations only Africa Development Aid may cancel the process without notice and shall accept no liability whatsoever, arising out of such action. ADA is under no obligation whatsoever to award to the supply contract to the lowest or any bidder, the decision of the procurement committee shall be final.