

10th Dec. 2024

SUBJECT: REQUEST FOR QUOTATION

RFQ NO.6 _ROJECT NO. 0240011 _GOROM-Juba 2024

For supply and delivery of medicines and medical equipment for Gorom- Juba Refugee Camp Health facility.

We look forward to receiving your quotation not later than **30th Dec. 2024 by 2:00pm** via E-mail to: **caritasjubahr@gmail.com**

Thank you for your cooperation.

A. SPECIFICATION OF QUOTING

Related to our advertised **RFQ NO.6_GOROM –Juba 2024** herewith calls for quotations for supply and delivery of drugs & Equipment for Gorom Refugee Camp Health Facility in Juba. Project number: 0240011

1. ABOUT CARITAS ARCHDIOCESE OF JUBA AND ITS ACTIVITIES

Caritas Archdiocèse of Juba is the official organisation and the humanitaire wing of the Catholic Archdiocese of Juba and part of Caritas South Sudan.

Guided by Catholic Church Social Teaching and international humanitarian principles (CHS and Sphere standards) it carries out all social activities in the Catholic Archdiocese of Juba. Solidarity with the poor and commitment to serve the human person in Love and dignity are the underpinnings to the agency's initiatives. Programs that include capacity building for sustainable development, campaigns advocating for peace and national reconciliation, disaster preparedness and humanitarian relief to deploy a prompt response to a country prone to regular disasters, both natural and man-made, such as droughts, famines and conflict.

Caritas Archdiocese of Juba is a member of Caritas South Sudan. The agency collaborates with Caritas partners to facilitate their initiatives, such as a projects supports in order to provide shelter, water, capacity building, sanitation and hygiene promotion, health/nutrition, protection and NFI+ FSL.

Objective: In accordance with the overall targets of above-mentioned operations, Caritas Juba plans to order quotations for supply and delivery of drugs and equipment for Gorom Refugee Camp health facility in Juba.

The technical specifications and conditions of the quoting process are described below in the Specification of Quoting and in the Annex 2: Bill of Quantity which are part of this RFQ.

Companies are invited to present quotations complying with the requirements here below specified.

2. Quotations Presentation

The quotation shall be received via E-mail to: caritasjubahr@gmail.com and cc caritasjubahp@gmail.com not later than 30th Dec. 2024 by 2:00 pm

NB: Due to the urgency of the supplies, Caritas Juba may proceed with the purchase and delivery of the medicines and equipment before the deadline.

- The quotation shall be written in English
- The offer should be valid for **60 days after the deadline**
- The format BOQ can be used or a separate one depending on supplier's choice.

3. General conditions

- The quotation shall be typed or written and signed on each page by the legal representative of the supplier,
- The winning company might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
- The prices of the quotation will be expressed in United States Dollars. The prices must be on unit price basis,
- The prices will be considered fixed whereas Caritas Juba will not process Tax exemption. No additional change of whatsoever nature and type will be accepted by Caritas Juba,
- Caritas Juba reserves the right to accept or reject all quotations depending on prevailing condition at the time.

4. Validity of quotations

Each supplier is bound to the quotation submitted for a period of 60 days from the deadline for submission of quotation.

5. Language of quotations

All quotations, official correspondence between companies and Caritas Juba, as well as all documents associated with the tender request will be in English.

6. Submission of quotations

All quotations must conform to the following conditions:

- 6.1. Each quotation must have received via E-mail to: caritasjubahr@gmail.com and cc caritasjubahp@gmail.com not later than 30th Dec. **2024 by 2:00pm.**

7. Content of quotations

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

Part 1 - Quotation: A quotation for supply and delivery of medicines & medical equipment Gorom Refugee Camp health facility. 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 Tax Identification Certificate,
- Copy of Certificate of Operation,
- Average turnover in the last 2 years,
- Company's Bank Statement of last three months,
- Registration certificate from the Ministry of Health to deal in drugs and medical equipment
- Company's official address,
- Bank account details (where money would be paid),

8. Opening of submitted quotations

The quotation will be opened on 8th Jan **2024** in Caritas Archdiocese of Juba office, by the Evaluation Committee. The selection process will be recorded in writing by the Evaluation Committee.

9. Quotations evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications, quality standards, availability of drugs & equipment in stock and technical capacity to deliver. The work will be awarded to the winning bidder according to the timetable mentioned above.

10. Exclusion criteria

The following are exclusion criteria:

1. Not submitted the following company registration documents in South Sudan:
 - 1.1.1. Copy of the company's certificate of incorporation,
 - 1.1.2. Copy of Chamber of Commerce registration,
 - 1.1.3. Copy Tax Identification Certificate,
 - 1.1.4. Copy of Certificate of Operation,
2. Not bided according to the specification and
3. Mathematical error of total bided price $>\pm 2\%$.

11. Specific Technical and Financial Evaluation Criteria to standards:

- Evaluation of quotations and justification basing on responsiveness of the selected supplier by internal committee,
- Contract Agreement will directly be issued to the selected supplier upon approval.

12. Terms of payment

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

- Payment will only be done after complete and satisfactory delivery of services.
- Payment shall be effected ten days upon received of invoices from the Contractor.

Annex 2: Bill of Quantity

For supply and delivery of drugs for Gorom Refugee Camp Health facility

No	Description of drugs	Unit pack	No of unit packs	Unit price USD	Total USD
1	ALBENDAZOLE 200mg Chewable Tablet, Blisterpack	Tablet	5,000		
2	AMOXICILLIN 250mg Capsule	Capsule/Tablet	5,000		
3	AZITHROMYCIN 250 mg Tablet, Blisterpack	Tablet	20,000		
4	CIPROFLOXACIN 500mg Tablet	Tablet	15,000		
5	CO-TRIMOXAZOLE 400mg+80mg Scored Tablet	Tablet	20,000		
6	FERROUS SULPHATE 200mg + FOLIC ACID 0.25mg	Tablet	20,000		
7	FLUCONAZOLE 100mg Tablet	Tablet	7,500		
8	HYOSCINE BUTYLBROMIDE 10mg Tablet, Blisterpack	Tablet	10,000		
9	METRONIDAZOLE 200mg Tablet	Tablet	50,000		
10	MULTIVITAMIN film coated Tablet	Tablet	6,000		
11	PARACETAMOL 500mg, double scored Tablet	Tablet	10,000		
12	SALBUTAMOL 4mg Tablet, Blisterpack	Tablet	10,000		
13	ZINC SULPHATE dispersible 20mg Tablet, Blisterpack	Tablet	15,000		
14	AMOXICILLIN, dry powder for suspension 250mg/5ml Bottle/100 ml	Bottle	1,000		
15	AZITHROMYCIN 200 mg/5 ml suspension 200 mg/5ml Bottle/15 ml	Bottle	1,000		
16	PARACETAMOL Suspension, 120mg/5ml, 60ml Bottle	Bottle	2,000		
17	GENTAMYCIN Eye/Ear drops, 0,3 % 10ml bottle	Bottle	1,000		
18	TETRACYCLINE eye ointment 1% 5g tube	Tube	1,000		
19	POVIDONE-IODINE 10% B/200ml	Bottle	50		

20	Benzyl penicillin injection	Vail	3,000		
21	Ceftriaxone 1g injection	Vail	3,000		
22	ARTESUNATE + AMODIAQUINE (Toddlers) 50mg + 135mg [WHO pre-qualified FDC]	Blister	5,000		
23	Arthemeter 20mg +Lumefatrine 120mg	Tablet	3,000		
24	Symphilis test stripe	Strips	1,200		
25	COTTON WOOL Absorbent EP/BP 500g Roll	Roll	100		
26	GLOVES Examination latex Non-sterile Large Disposable P/100	Piece	10,000		
27	BANDAGE Gauze Hydrophilic w.o.w.7.5cmx 10m Roll	Roll	1,500		
28	Blood Pressure machine	Piece	10		
29	Stethoscope	Piece	10		
30	Thermometer Digital	Piece	10		
31	Transport of the above drugs from Juba to Gorom Refugee Camp	Trip	1		

For supply and delivery of Equipment for Gorom Refugee Camp Health facility

S/No	Items	Unit	Qty	Unit Price	TOTAL
1	Buffered Water	Bottles	4		
2	EDTA Tube	Pc	500		
3	Typhoid strips	Pc	500		
4	Microcuvette	Pc	490		
5	Laboratory Chairs (long)	Pc	3		
6	Blood grouping Reagent Anti B	Bottles	3		
7	ESR Tubes	Pc	400		
8	Drip stands	Pc	4		
11	Stainless steel mobile hospital screen	Pc	5		
12	Finger tips pulse oximeter	Pc	4		
13	Torch+batteries	Pc	4		
14	Medical instrucment table	Pc	2		
15	Portable Fordable Strecher	Pc	2		
16	Draw sheets (Blure Light)	Dozen	1		

Best Regards,

Administration & Logistics
Caritas Juba

