**Malteser International**

**Country Coordination Office**

**Plot No. 246, Block 3k 2nd Class Residential**

**Tongping (behind Indian Embassy)**

**Juba, South Sudan**

**Juba, 15 December 2022**

**Request for Quotation**

**RFQ\_JUB\_2022\_0382**

For supply and delivery of fishing kits to Malteser International warehouse on Bilpam Road in Juba in South Sudan

1. Annex 1: Specification of Tendering
2. Annex 2: Bill of Quantity

We look forward to receiving your quotations before the submission deadline on **22 December 2022 at or before 4:00 pm** via E-mail to**:** [**mb.procurement-juba@malteser-international.org**](mailto:mb.procurement-juba@malteser-international.org)

Please write in the Subject line of your email with tender: “**RFQ\_JUB\_2022\_0382 for fishing kits”**

Thank you for your cooperation.

Sincerely Yours,

|  |  |  |
| --- | --- | --- |
| [Logo Malteser International](http://www.malteser-international.org/) |  | Country Coordination Office  Nermin Silajdzic  Country Logistics and Security Coordinator Plot No. 246, Block 3k 2nd Class Residential  Tongping (behind Indian Embassy)  Central Equitorial State, Juba, South Sudan M: +211 (0) 911 746 963 · M: +211 (0) 924 767 949 [nermin.silajdzic@malteser-international.org](mailto:nermin.silajdzic@malteser-international.org) · Skype: nsilajdzic [www.malteser-international.org](http://www.malteser-international.org/) Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726 Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau, Douglas Graf Saurma-Jeltsch, Verena Hölken |
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# A. SPECIFICATION OF BIIDING

Related to our advertised Request for Quotation (RFQ) RFQ\_JUB\_2022\_0382 Malteser International herewith calls quotations for supply and delivery of fishing kits to Malteser International warehouse on Bilpam Road in Juba in South Sudan.

Under the following reference number:

Donor project numbers: 1345-JUB-2022.

# Description of the organization and its activities

Malteser International is the international humanitarian relief agency of the Sovereign Order of Malta. For over 60 years we provide relief and recovery for people during and following conflicts and disasters around the world. Christian values and humanitarian principles form the foundations of our work. In over 30 countries in Africa, the Americas, Asia and the Middle East, we support people in need – regardless of their religion, origin or political convictions.

Malteser International has been working in the geographic area of today’s South Sudan since 1996. MI implements a multi-sectoral program including Food & Nutrition Security, Livelihoods, WASH, health and peaceful conflict resolution. This includes activities such as agricultural trainings, cash distributions, food for education and access to water, sanitation and hygiene. The program is aiming to increase its work with local partner organisations in order to optimise its sustainability. Furthermore, MI applies a participatory, gender sensitive and inclusive approach in its programming. As of today, MI maintains its country office in Juba while operating a program office in Wau and project offices in Uyujuku and Yei.

**Objective of Request for Quotation:** In accordance with the overall targets of above-mentioned operations, Malteser International plans to order fishing kits to Malteser International warehouse on Bilpam Road in Juba in South Sudan.

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

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

# Quotation Presentation

The quotation shall be received via E-mail to**:** [**mb.procurement-juba@malteser-international.org**](mailto:mb.procurement-juba@malteser-international.org)

**The deadline for the submission of quotations** **is: 22 December 2022 at or before 4:00pm**

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

# General conditions

1. The quotation shall be typed or written and signed on each page by the legal representative of the supplier,
2. The winning supplier might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
3. The prices of the quotation will be expressed in United States Dollars. The prices must be on unit price basis as well as by totals,
4. The prices will be considered fixed. No additional change of whatsoever nature and type will be accepted by Malteser International,
5. Malteser International reserves the right to accept or reject all quotations depending on prevailing condition at the time.

# Technical specification

For supply and delivery of fishing kits to Malteser International warehouse on Bilpam Road in Juba in South Sudan

|  |  |  |  |
| --- | --- | --- | --- |
| No | Fishing kits | Quantity | Unit |
| 1 | Fishing hooks box of 100 pcs size: 1 | 8 | Box |
| 2 | Monofilament Nylon Ready to use fishing net (Twine 0.29 MM mesh size 5 Inch, depth 60 Md, Weight 1/2 kg) | 400 | Roll |
| 3 | Monofilament Nylon Ready to use fishing net (Twine 0.29 MM mesh size 4 Inch, depth 60 Md, Weight 1/2 kg) | 400 | Roll |
| 4 | Ropes size 8MM, length 100M) | 400 | Pcs |
| 5 | Ropes size 3mm 100 YARD) | 400 | Pcs |
| 6 | Sinkers (Load) | 400 | Kg |

# Validity of Quotations

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

# Language of quotation

All quotations, official correspondence between companies and Malteser International, as well as all documents associated with the quotation request will be in English.

# Submission of quotations

The quotation shall be received via E-mail to**:** [**mb.procurement-juba@malteser-international.org**](mailto:mb.procurement-juba@malteser-international.org)

**The deadline for the submission of quotations** **is: 22 December 2022 at or before 4:00pm**

# Content of quotation

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 fishing kits to Malteser International warehouse on Bilpam Road in Juba in South Sudan. 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 company registration documents in South Sudan,
* Average turnover for the past 2 years
* Company’s Bank Statement of last three months,
* Company’s official address,
* Company payment account details including bank name, name of the account owner, account number, account currency,
* Name of primary contact person, including telephone number and email address,

# Ownership of tenders

MI reserves/funds ownership of all quotation received. As a consequence, tenderers will not be able to stipulate requirements that their quotations are to be returned.

* **Opening of submitted quotations**

The quotations will be opened on 22 December 2022 in Malteser International Country Coordination Office in Juba, South Sudan, by the Evaluation committee. The selection process will be recorded in writing by the committee.

# Quotation evaluation

The criteria applied for the evaluation will be the legal conformity, the price, the technical experiences, the compliance with technical specifications and quality standards, vehicle warranty period and warranty terms, the capacity to deliver, delivery time and meet timeframes as specified. The work will be awarded to the winning bidder according to the timetable mentioned above.

* **The following are exclusion criteria:**

1. **Not submitted the company registration documents in South Sudan:**
2. **Not bided according to the specification and**
3. **Mathematical error of total bided price >±2 %.**

* **Specific Technical and Financial Evaluation Criteria to standards:**

Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by internal committee

Contract agreement will directly be issued to the selected supplier upon approval

* **Terms of payment**

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

1. Payment terms will be within 10 business days after receipt of goods and invoice, by Electronic bank transfer.

**Annex 2: Bill of quantity**

For supply and delivery of fishing kits to Malteser International warehouse on Bilpam Road in Juba in South Sudan.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Fishing kits | Quantity | Unit | Unit price USD | Total USD |
| 1 | Fishing hooks box of 100 pcs size: 1 | 8 | Box |  |  |
| 2 | Monofilament Nylon Ready to use fishing net (Twine 0.29 MM mesh size 5 Inch, depth 60 Md, Weight 1/2 kg) | 400 | Roll |  |  |
| 3 | Monofilament Nylon Ready to use fishing net (Twine 0.29 MM mesh size 4 Inch, depth 60 Md, Weight 1/2 kg) | 400 | Roll |  |  |
| 4 | Ropes size 8MM, length 100M) | 400 | Pcs |  |  |
| 5 | Ropes size 3mm 100 YARD) | 400 | Pcs |  |  |
| 6 | Sinkers (Load) | 400 | Kg |  |  |
|  |  |  |  |  |  |

On behalf of Malteser International

Date: 15 December 2020

Sincerely,

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| --- | --- | --- |
| [Logo Malteser International](http://www.malteser-international.org/) |  | Country Coordination Office  Nermin Silajdzic  Country Logistics and Security Coordinator Plot No. 246, Block 3k 2nd Class Residential  Tongping (behind Indian Embassy)  Central Equitorial State, Juba, South Sudan M: +211 (0) 911 746 963 · M: +211 (0) 924 767 949 [nermin.silajdzic@malteser-international.org](mailto:nermin.silajdzic@malteser-international.org) · Skype: nsilajdzic [www.malteser-international.org](http://www.malteser-international.org/) Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726 Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau, Douglas Graf Saurma-Jeltsch, Verena Hölken |
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