



TENDER FOR SUPPLY AND DISTRIBUTION OF FOOD PACKS IN KAPOETA LOPET AND MRONGPI REF: IRSS-KP-01/07-23

BACKGROUND/INTRODUCTION

Islamic Relief South Sudan is an international humanitarian organization that has been working with vulnerable communities in South Sudan since 2004. With funding obtained from IRW HQ, Islamic Relief South Sudan implementing Ramadan Food Distribution Project 2021 aimed at improving the food security of the beneficiaries Through distribution of food parcels. IRW-SS aims at reducing suffering, hunger, and starvation during the holy month of Ramadan by ensuring that foodstuff is distributed to the vulnerable households.

In this regard IRW-SS is looking for a competent bidder to supply food items to target households in Juba town (within Islamic Relief Worldwide is an independent humanitarian and development organization that has been serving humanity for over 34 years with an active presence in over 40 countries across the globe. IR strive to make the world a better and fairer place for the three billion people still living in poverty. Islamic Relief Worldwide is a Registered Charity No 328158; company No 2365572 in United Kingdom.

Following South Sudan's independence in July 2011, Islamic Relief South Sudan Program became a full-fledged office operated and managed from Juba, the capital city of South Sudan. It is registered with South Sudan Relief Rehabilitation Commission with registration number **051** and it is a member of South Sudan NGO Forum. Islamic Relief Worldwide South Sudan Program has been operating in the following areas since 2004. km radius).

Our vision:

Inspired by our Islamic faith and guided by our values, we envisage a caring world where communities are empowered, social obligations are fulfilled and people respond as one to the suffering of others.

Our mission:

Exemplifying our Islamic values, we will mobilize resources, build partnerships, and develop local capacity, as we work to:

Enable communities to mitigate the effect of disasters, prepare for their occurrence and respond by providing relief, protection and recovery.

Promote integrated development and environmental custodianship with a focus on sustainable livelihoods. Support the marginalized and vulnerable to voice their needs and address root causes of poverty.

We allocate these resources regardless of race, political affiliation, gender or belief, and without expecting anything in return.

INTRODUCTION

Objective of activity

IR South Sudan intends to reach 770 households with two rounds of food parcels comprising of 90kg Sorghum, 10kg beans, 3litres cooking oil, 1kg salt per each household. These food parcels items are very critical in the live saving of the most vulnerable people, as it will contribute to the food security of the target vulnerable households in Kapoeta East and North Counties.

Distribution specifics:

Methodology:

The beneficiary targeting/selection criteria includes:

- Food insecure IDPs and vulnerable hosting households
- Food insecure households from the IDP and host communities
- Severely food insecure IDP and host community households headed by females and physically challenged persons.
- Vulnerable households are headed by chronically ill persons.
- Severely food insecure elderly/child-headed households.

DELIVERY DETAILS

| Case | Delivery Destination |
|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Supplier must have export permission or be able to supply locally from South Sudan. | Delivered Duty Paid (DDP) to defined destinations inside Kapoeta East from Narus office (180 Km) (Radius) and Kapoeta North 140 km (Radius) as a “just in time” exercise and as a matter of great urgency. |

Bill of quantities

Please also use our table when filling the prices. If you do not have the item just keep it empty. Your offer should be for the quantity that we request, not less and not more.

Please only use USD (\$) as the currency for your offers as per the guidelines.

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Description of items

| S/No | Item | Quantity required (1 HH) | Quantity | Unit Prices | Total cost |
|------|--------------------------------|-------------------------------|----------|-------------|------------|
| 1 | White sorghum Toposa Type | 90 kgs (Packed in 30kgs sack) | 770 | | |
| 2 | Beans (Red Kidney beans) | 10 kgs (packed in sacks). | 770 | | |
| 3 | Cooking oil (Nzuri Brand) | 3 ltrs per jerry can or tin | 770 | | |
| 4 | Salt (Iodized) (Habari Brand) | 1 kg (500g per packet) | 770 | | |
| | GRAND TOTAL | | | | |

All tenders are required to be submitted to IRSS.Tender@islamic-relief.com.ss or BUT **PREFERABLY** HARD COPY TO IRSS **TENDER BOX** Hai Cinema, 2nd class, Plot no 52, Block B-XVI, South Sudan upon registration on the bid receipt form. IRSS NOT later than the deadline of **Monday 11th July 2023 4.00 pm (Local time)**

For any issues relating to the tender or its contents please email directly to; IRSS.Tender@islamic-relief.com.ss

All quotation providers are requested to fill in Appendix 1 and 2 below when submitting their proposal to IRW.

APPENDIX 1

Summary of Bid Prices

| No. | Description | Total Price in USD (\$) |
|-----|----------------------------------------------|-------------------------|
| 1 | Grand Total Bid Price | |
| 2 | Discount Ratio (if any) ... % and the amount | |
| 3 | Grand Total after Discount | |
| 4 | Delivery time scales (in days) | |
| 5 | Quotation validity | |

We have carefully checked and examined all bid documents and we are offering the costs above on a fixed basis and they are not subject to any changes or alterations including those due to currency fluctuations.

Total Price **USD (\$)**

In words [_____]

Bidder's Signature

Stamp

Date

Bidder is required to stamp this document with their legal company stamp no bid will be accepted without a genuine company stamp

APPENDIX 2

Please ensure documentation trail below is followed the below sequence;

- a. Price/Quotation/Amount
- b. Updated Company Profile with all registration certificates i.e. registration certificate, operation license, tax clearance/TIN, membership certificate (Chamber of commerce, Industry and agriculture Import and export License)
- b. Relevant Experience
- c. Value of contracts completed in similar trade (last two year)
- e. Delivery time

- f. Delivery Location
- g. Duration of validity of quotation
- h. Company Bank statement for the last 03 months i.e. April May and June 2023 with sufficient balance to



NB. All above documents should be in the same sequence and divided by separators.

Supplier Code of Conduct

1 Islamic Relief's Supplier Code of Conduct

2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuses.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour;

and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility;

and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.