

## REQUEST FOR QUOTE NO. RFQ120

### REQUEST FOR QUOTATION FOR THE SUPPLY OF MOTORCYCLES

<b>Buyer Name:</b> DT Global South Sudan Email: shejehsalam-procurement@dt-global.com Location: Juba, South Sudan		<b>Ship To Name:</b> Attention: Heidi B. Silvey Address: Kololo Road, Plot No. 57, Block Number 3K South, Tong Ping City/State/Zip: Juba, South Sudan		<b>Vendor Name:</b> Attention: Address: City/State/Zip: Telephone: Fax: Email:		<b>Business Size:</b>
<b>Issue Date:</b>	November 16,2023	<b>Required Delivery Date</b>		<b>Commercial Item:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Quote Due Date:</b>	November 27,2023			<b>Payment Terms:</b>	Wire Transfer	
<b>Quote Valid Until:</b>	Not more than 3 Months			<b>Freight on Board (FOB):</b>	<input checked="" type="checkbox"/> Origin <input type="checkbox"/> Destination	

Line Item	QTY	U/M	Item	Description/Condition	Unit Price USD	Extended Amount USD
1.	3	Bike	Motorcycle	Motorbike - Engine Type: Single Cylinder Four Stroke; Brake Front & Rear: Expanded Brake (Drum Brake), Engine Displacement (cc): 100cc – 125cc; Clutch Type: Manual; Suspension Front & Rear; Telescopic Forks/Hydraulic and Co-axial Spring Supplied with basic tools kit and user manual.		
2.	3	Piece	Full Face Helmet	Full Face Helmet		
3.	3	Piece	Reflector Vest	Reflector Vest		
4.	3	Piece	Pump for tubes	Pump for Tube		
5.	3	Piece	Spark plug	Spark Plug		
6.	3	Piece	Tire Patching Kit	Tire Patching Kit		
7.	3	Piece	Front Tires	Front Tires		
8.	3	Piece	Rear Tires	Rear Tires		
9.	3	Piece	Front Tube	Front Tube		
10.	3	Piece	Back Tube	Back Tube		
11.	3	Piece	Engine Oil	Oil-Engine. Please specify the type of engine used in motorbike are proposing for this RFQ. (1 liter's x 9 bottles)		
					<b>Freight</b>	NIL
					<b>Tax</b>	NIL
					<b>Grand Total</b>	

**PLEASE SUBMIT OFFER ON YOUR LETTERHEAD****Instructions to Offerors:**

- **Submission Deadline:** Final submissions will be due no later than **11/27/2023; 17:00 hrs. (South Sudan, UTC+2 Time zone)** submitted to [shejehsalam-procurement@dt-global.com](mailto:shejehsalam-procurement@dt-global.com). **Hand copy delivery of quotations will strictly not be accepted.**
- **Question & Answers:** Questions regarding the RFQ120-supply of Motorcycle ,shall be address to [shejehsalam-procurement@dt-global.com](mailto:shejehsalam-procurement@dt-global.com) no later than **11/22/2023, 17:00hrs (South Sudan, UTC+2 Time zone)**. DT Global will make efforts to answer questions within 24 hours .

DT Global will not respond to questions pertaining to this RFQ over the phone. DT Global will not in any way assist Offerors in preparing their bids nor reimburse any bid preparation costs incurred by the Offeror.

**Mandatory Submission Requirements:** Failure to meet the below requirements may lead to disqualification.

1. Bidder must submit quotation specifying.
  - a. **Payment Terms, and**
  - b. **Price Validity.**
2. Bidder must submit copies of valid:
  - a. **Company registration certificate,**
  - b. **Tax identification number certificate,**
  - c. **Current, valid tax clearance certificate,**
  - d. **Operational License and**
3. Provide At least three (3) full names of your company shareholders as they appear in your company's Article of Association and a copy of their IDs or passports.
4. Bidder must provide evidence of at least 2 years' experience in provision of conference services. Please provide at least three (3) recommendation letters and contact list of clients, especially INGOs, NGOs, UN, and Corporate Clients.
5. Quotation must be submitted in United States Dollars (USD) currency.
6. Bidder must submit South Sudan USD Bank Account Details only (Issued on a Bank Letterhead with Company Name, Bank name, Bank Address, Account number, Bank branch name and swift code),
7. Bidder must submit quotations and required documents in the English Language.

This request for a quote does not constitute an order. Buyer will not pay offer preparation costs. The buyer may accept other than the lowest priced offer based on trade-offs between cost and quality or to further its socioeconomic programs. Buyer reserves the right to reject offers (a) received after the date and time specified, (b) not responsive to the solicitation, (c) with unbalanced line-item pricing, or (d) from vendors restricted from doing business with the U.S. Government.

Notwithstanding the terms of this Request for Quote/Proposal, the offeror acknowledges that DT Global reserves the right to reject any or all Quotes/Proposals for whatever reason DT Global determines, in its sole discretion, to be in its best interests. Offeror further acknowledges that DT Global may for whatever reason waive any or all formalities and terms of this Request for Quote/Proposal and that nothing in the terms of this Request for Quote/Proposal shall give rise to any claim or cause of action, including without limitation any claim for breach of implied-in-fact contract to treat Quotes/Proposals in accordance with the terms herein.

The following apply to this Request for Quote:

- Tax Exempt as provided.
- Prime Contract Flow Downs as provided in Mandatory Flow Downs

Terms and Conditions:

- Terms and Conditions—Commercial

**Background:**

DT Global South Sudan was selected by USAID to implement the 5-Year SHEJEH SALAM Activity in South Sudan, commencing on September 30, 2020. SHEJEH SALAM Activity will help USAID/South Sudan process toward its overall goal to strengthen the foundation for a more self-reliant South Sudan by empowering citizen and community actors who have been deeply affected by current conflict.

**Description of Scope:**

DT Global South Sudan is seeking to select the best supplier/vendor for RFQ120 Supply of Motorcycles. This RFQ will be used to solicit quotes from potential suppliers/vendors for an award of Firm Fixed Purchase Order (PO) to the best bidder.

To realise the above objectives, DT Global South Sudan is therefore calling for qualified, competent supplier/vendor to participate in competitive bidding RFQ120 Supply of Motorcycles for SHEJEH SALAM Program. In most of the procurement processes DT Global South Sudan ensures that competitive prices and value for money is obtained by way of "Competitive Negotiated Procedure".

**Selection Criteria**

The award will be made to a responsible offeror whose offer is technically responsive to the RFQ instructions, meets the eligibility requirements, and meets or exceeds the minimum requirements mentioned in this RFQ and provide reasonable price quotation that is within the competitive market price. Prior to the award, DT Global representatives will conduct a site to ensure the bidders' meet the minimum requirement of this RFQ.

**Evaluation Criteria**

As indicated below, evaluation criteria shall be based on technical responsiveness, compliance to RFQ requirements and reasonable price,

## Technical Responsiveness

- Experience of the company in supply of Motorcycles to clients especially INGOs, NGOs, UN Agencies, and Corporate Clients (at least 2 years). List of current and previous clients indicating – Name of Client, size of purchase, contact person's name, title, email, and phone number.
- Meet Specification provided in the item description on pg. 1.

## Compliance to RFQ requirements

- Adhere to "Submission Deadline" and,
- Meets "Mandatory Submission Requirements"

**Reasonable Price:**

All quotations received will be analyzed for price reasonableness to determine fair and reasonable price.

**Offer Checklist:**

To assist offerors in preparation of the quote, the following checklist summarizes the documentation to include an offer in response to this RFQ:

- Payment terms and Price Validity
- Valid Company Registration Certificate
- Tax Identification Number Certificate

- Current, valid Tax Clearance Certificate
- Valid Operational License
- Company or individual business profile
- Provide at least three (3) full names of your company's Directors/Shareholders.
- A minimum of three (3) references (with name and contact information), at least 2 years' experience.
- Company South Sudan Bank Account Details in USD currency
- Official price quotation as per the scope of work