



HEALTH ACTION AID

Ref.HAA/SSD/JA/001.0.
2019

Date.18.09.2019

INVITATION TO BID

From. Health Action Aid

To _____

Email.

Health Action Aid (HAA) is a National non-profit Organization established to address Health challenges with a Vision to provide sustainable health interventions through provision of comprehensive health services, focusing on identified health gaps that undermine human development, and to reduce the vulnerability of children and mothers and other most host communities at risks groups in South Sudan. HAA has been a signed an emergence response project for Canal Pigi and Jur River County for the period of 6 Months. This assignment is through UN WHO the Health Cluster. The project will be implemented through weekly outreaches, with this regards, Health Action Aid (HAA) is therefore deploying the medical team to Canal Pigi to specially implement the project

Provide price quotes as detailed in the Annex No. 1.

Response to RFQ can be submitted via by sealed envelopes, addressed to Procurement and Logistics Department , Health Action Aid ,Gudele 1 Behind LOU Specialist Clinic5 meter Rocky City Road and must be clearly marked as confidential and with RFQ No: HAA/SSD/JA/UNDP/001

Attn: Operations Manager ii. Fax Number: None Or Email Address: healthactionaidprolog@gmail.com

iii. Bids must be delivered and register at reception, or through electronic submission will be accepted Closing date: October 10th, 2019 @ 5:00 PM. Validity of offer: 60 days 2)

If RFQ specifications require further clarification, they may be sought prior to 2 days before submission date at 12:00 noon local time -on telephone number(s) 0927664623 or thru Email healthactionaidprolog@gmail.com quoting RFQ No: HAA/SSD/JA/UNDP/001. When requesting clarifications, no reference to prices shall be made. HAA is not bound or obliged to respond to queries made after the above date.



3) Offers must include: the name, address, telephone/fax/e-mail of the bidder and the name/title of the contact person. Results of the RFQ will not be made public.

4) All companies invited to participate in solicitations are requested to respond either by submitting their firm offers or by indicating their inability to participate. Such acknowledgement should be sent directly to the Operations Manager.

5) HAA reserves the right to post details of the award of international tenders /RFQ on the HAA website (www.), including details of the supplier's name and the contract value.

General Conditions:

6) Changes from specifications The specifications are defined in the "Specification Sheet" enclosed overleaf. Alternatives to requested specifications may be considered. Wherever alternatives are offered, it is the Bidders responsibility to provide full descriptive specifications and documentation of such items.

7) Delivery terms Destination: Health Action Aid, Juba South Sudan - Juba. The offer must provide unit price for items requested and total cost for freight & insurance (if any). RI reserves the right not to accept offers for freight & insurance. The supplier shall bear all risks relating to the delivery of the goods until provisionally accepted by RI at the destination.

8) Warranty Offer should confirm the granting of manufacturer's warranty against defects on goods supplied for a period of at least one year.

9) Payment HAA payment terms which is 30 days upon receipt of invoice and shipping documents. No Letters or Credit allowed. Advance payments to be negotiated between RI and the winning bidder. Discounts to be advised if HAA effects payment in less than 30 days. Each Commercial Invoice must contain detailed banking instructions. HAA will not accept invoices from or instructions to make payment to third parties.

10) Surveyor

HAA reserves the right to appoint a surveyor to monitor that goods supplied are to specification.

11) Reporting In the event of you being awarded the contract, you may be required to provide a weekly update on the progress of the order. Delay in shipments beyond the stipulated date will result in HAA having the option to cancel the complete or partial order without any recourse to HAA.

12) Origin of the goods that you will supply is to be stated in offer.

13) Adjudication Evaluation to be made on the basis of lowest price, most technically acceptable. Note that this RFQ contains no contractual offer of any kind. Any offer submitted will be regarded solely as an offer, and does not commit RI to consider any offer or award a contract through a Purchase Order. Furthermore, HAA reserves the right to accept all, or part of any Offer.

14) Currency of the tender



15) Offers are accepted in United State dollars. Bids received in any other currency will be deleted from the selection process.

16) Packing The Supplier warrants that the goods are contained or packaged adequately to protect the goods during transport, storage and handling.

17) Documentation The supplier will provide the following documentation before or at delivery of the goods. a. Commercial invoice b. Packing list c. Certificate of origin d. Certificate of Analysis e. Performance guarantee f. Warranty

**Annex 1-Bid Sheet
RFQ HAA/SSD/JA/UNDP/001**

Item	Description	Qty	Currency USD		Latest Delivery date	(Country of Origin, if required)	(After Sales/Installation/ if required)
			Unit Price	Total Price			
1	Internet Provision/Services						
2	Auditor Services						
3	Office Stationery (Assorted Types						
4	Printing services						
5	Vehicle rental						
6	Flight Charter						
7	Cash Transfer/Forex Services						
8	Pharmaceutical supply						
9	Vehicles repairs/						
10	Insurances Services						
11	Mobile Tent(Housing)						
12	Diesels/Petrol Supply						
13	Construction /Repairs						
14	Water Purifies Supply						
15	Legal Service						
16	Research Services						
17	Seeds Supply						
18	General Supply						
Total price for all items							
Delivery							
Value added tax (VAT)							
Total price incl. VAT and Delivery							



Validity of quotation				
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[Handwritten signature]

Signature and stamp:

Signed by:



The Contractor

Name of the company

Address

Telephone no.

E-mail:

Name of contact
person

Date: