



ADVENTIST DEVELOPMENT AND RELIEF AGENCY (ADRA)
MUNUKI SDA CHURCH COMPOUND, OFF KUWAIT ESTATE,
JUBA SOUTH SUDAN
DATE: 28th AUGUST, 2024

REQUEST FOR QUOTATIONS

ORGANIZATION BACKGROUND

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization of the Seventh-day Adventist church which has been in operation for over 60 years. Through an international network, ADRA delivers relief and development assistance to individuals in more 130 countries----- regardless of their ethnicity, political affiliation, or religious association. By partnering with communities, organizations, and governments. ADRA is able to improve the quality of life of millions through 9 impact areas namely: Livelihood and Agriculture; Children; WASH, Community Health; Disaster Response; Economic Growth; Hunger and Nutrition; Social Justice and Gender Equity

For over 37 years, ADRA South Sudan has been making a difference in individual's lives in one of the most difficult contexts in the world in both development and emergency contexts. In South Sudan, we implement programs in six thematic program areas of Education, Primary Health Care, Emergency Response and Integrated programming, including livelihoods and Agriculture; HIV/AIDS; WASH; economic empowerment and gender.

ADRA South Sudan through its Protection project is calling for quotations from reputable companies to transport one unit of 20ft unassembled pre-fab from Juba to Malakal as specified below:

KEY INFORMATION TO BIDDERS: PLEASE FOLLOW THE GUIDANCE OF THE RFQ ATTACHED



W/S

S/N	Item Description	Quantity	Unit
	(Specification of items/works)		
1	River-Transportation of a 20FT Modular Pre-fab, Unassembled. From Juba to Malakal.	01	unit

NOTE:

1. A successful vendor is expected to be responsible for transportation of the pre-fab from ADRA compound in Juba to the River side (inclusive of loading and offloading cost) and ensure its delivery to the designated site in Malakal.

BID SUBMISSION DATELINE: Strictly on 06th September, 2024 at 4:00 PM local time

SUBMISSION AND REQUIREMENTS

Vendors shall enclose all relevant legal company registration documents, including latest bank statement, valid Tax clearance certificate, etc in a well-sealed envelope. Ensure to register your hand delivered quotation/bids with procurement before you leave.

Online bids can be sent through this email: logisticofficer@adrasouthsudan.org

Only successful and competitive bidder will be notified. ADRA deserve the right to either amend or cancel this quotation with or without notification. The prospective bidder is entirely responsible for any cost related to the preparation and submission of their quotations.

The envelope shall bear the warning **“Not to be open before the time and date for bid opening”**. ADRA South Sudan will not assume responsibility of any UNSEALED and UNMARKED envelope if misplaced and will be rejected by the committee.

The language for the bids shall be **ENGLISH** only.

FOR ANY CLARIFICATION OR INQUIRY, contact, ADRA South Sudan Head Office
Juba Munuki SDA Church Compound.



Wani James Joseph
Logistics and Procurement Officer
ADRA South Sudan



KJA



ADRA SOUTH SUDAN
QUOTATION REQUEST FORM

Request for quote# 20996 Date 28/08/2024

Dear Sir/Madam:

ADRA is seeking quotation for the procurement of service listed in product "specification" below. Quotation from qualified vendors will be evaluated based on criteria listed established by ADRA including but not limited to, price, quality of goods, delivery, service/support, if applicable. ADRA reserves the right to accept or reject any and all bids. We would appreciate it if you could provide us with quotations for the items mentioned below. Specify additional information, if necessary
Thank you in advance.

Supplier's Name: _____ Date: _____ Address: _____

Tel: _____ Email: _____

Line item	Date required	Item Description	Qty	Unit	Unit/Price	Total
1	06/09/2024	River-T transportation of a 20FT Modular Pre-fab, Unassembled. From Juba to Malakal. (Cost should include transportation of the pre-fab from ADRA compound in Juba to the River side - inclusive of loading and offloading cost. And its delivery to the designated site in Malakal)	01	unit		
TOTAL:						



1/25

Remarks: _____

Total Amount in Words: _____

Quotation Valid Until (Date): _____

Vendor's requested payment terms: _____

Delivery period: _____

Vendor's Authorized Signature: _____ Date: _____

Vendor's Stamp



KIA.