

Request for Quotation



No. 760
Related PRF No. PAH_02_2025_760_SS

RFQ Date: Monday, March 10, 2025
RFQ Deadline: Sunday, March 16, 2025

Organisation name: Polish Humanitarian Action
Email address: hoo.ssud@pah.org.pl
Contact person: [Syed Sakhawat](#)

Delivery address: PAH Juba office and field Locations

Supplier Name:
Contact Person:
Email Address:
Mobile Number:
Full Address:
Supplier Stamp & Signature:

Date:
Offer Validity
Warranty:
Supplier lead-time:
Country of origin: (if applicable)
Terms of Delivery:

Minimum criteria
(MUST be met by
suppliers for
their offers to be
considered)

1. Company Registration Certificate
2. Experience in similar work with reputable institution provide atleast 3 references (copy of PO/contract)
3. Valid Tax clearance
4. Company Profile

Qualitative
criteria (used by
PAH to compare
offers)

1. Price
2. Delivery lead time for delivering Cash to mentioned locations
3. Financial statement. Bank statement for the last two years.
4. Environmental aspects: How does your company address the current challenges related to climate change and/or loss of biodiversity.

No.	Item Specification requested	Item Specification offered	Unit	Quantity	Unit price	Total Price	Currency
1	Commission Charge for money transfer/delivery services in USD within Juba (Only charge)		year	1			USD
2	Commission Charge for money transfer/delivery services in USD outside Juba (Field locations in South Sudan e.g. Pibor, Renk, Nasir_Madeng, Bor, Canal Pigi, Malakal, Kurwai, Jebel Boma and others) (Only charge)		year	1			USD
3	Commission charge for Money transfer/delivery services in SSP within Juba (only charges)		year	1			USD
4	Commission Charge for money transfer/delivery services in SSP outside Juba (Field locations in South Sudan e.g. Pibor, Renk, Nasir_Madeng, Bor, Canal Pigi, Malakal, Kurwai, Jebel Boma and others) (Only charge)		year	1			USD
Please, all the cost that PAH will be obliged to pay (including tax, and other fees):							

Note: Financial analysis will be based on the INFOREURO webiste (Currency Converter) if applicable	
Payment terms PAH operates on a standard 30 days credit. Please confirm that you agree with these terms. Yes, No, comment	
Payment Method accepted by PAH is bank transfer (please confirm: yes, no, comment)	

Instructions:

All attached documents should be clearly labelled so it is clear to understand what each file relates to.
 Emails should not exceed 15mb – if the file sizes are large, please split the submission into two emails or more.
 Each email subject line shall consist of the tender reference, bidder name, date and number of this email ex:PAH_02_2025_760_SS
 Do not copy other PAH email addresses into the email when you submit, this will may disqualify your bid.

Additional inform:

Please note only electronic offers are accepted.(do not share hard copies).
 Please share/supporting documents/evidence for the similar projects/materials such as PO/Contracts/Service Completion/Delivery Notes
 Ability to provide fresh USD notes (post 2009 & above), and replace them if refused
 Will the bidder use subcontractors or provide all services directly? Provide list of subcontractors
 Do you have a Data Protection Policy? If yes please attach the document to your offer
 Do you guarantee that the risk of theft or fraud at any point prior to confirmation of receipt of funds by PAH will be entirely the responsibility of the Financial service Provder

Please state precisely numbers of days required to deliver money/Cash in the follc

1	Central Equatoria staate	i- Juba	
		ii- Yei	
		iii- Terekeka	
		iv- Kajo Keji	

2	Jongolei state	i- Bor	
		ii- Akobo	
		iii- Walgak	
		iv- Canal Pigi	
		v- Kurwai	

3	Upper Nile state	i- Malakal	
		ii- Renk	
		iii- Nasir	

iv- Mandeng	
v- Maker	

4	GPAA	i- Pibor	
		ii- Likuangole	
		iii- vertet	
		iv- Boma	