



TEARFUND SOUTH SUDAN PROGRAM

INVITATION TO BID

Project: Tender for Training Manual Translation Service for Tear fund South Sudan Programme.

Tender Reference Number: **TF-SS-2024-591-JUBA-Training Manual Translation**

Notice to: All South Sudan based recognized companies **with reputable past experience in Provision of Training Manual Translation Services** in the Republic of South Sudan.

Nature of work: Provision of Training Manual Translation Services to Tearfund south Sudan Programme.

Nature of notice: Tearfund South Sudan is currently seeking for suitable qualified /experienced companies or individuals based in South Sudan who have a record in translation of a training manual from English to four different languages who wish to bid for provision of the similar services to Tearfund South Sudan. If you are interested in participating in this tender, please send a request by email to Kiden.betty@tearfund.org and CC_poni.rose@tearfund.org in the logistics department indicating clearly the tender Reference number, Company name, contact person and email address.

Bid document; Tender documents will be available online to all interested bidders through Coupa system from 22nd November to 4th December 2024. You can only request to be added to participate in the sourcing event during the working hours (8:00 am -4:00 pm) South Sudan local time.

Applications & Submission of Bid: submit Bid documents only to Tearfund through Coupa following the steps in the system that include:

- a) Clicking on "I intend to participate"
- b) Accepting Tearfund Terms & Conditions after reading through
- c) Enter response to the event- where you will provide your company details & work on the pricing accordingly.
- d) Finally submit the bid.

Closing date: The closing date for submission of completed bid documents is on 4th December 2024 at 17:00. The system will show you clearly the remaining number of days and hours accordingly in order for you not to miss submitting your bid online.

NB: No hard copy or emailed Bid will be accepted!

Further information: Bidders can consult Tearfund for further details on the contact below poni.rose@tearfund.org. or kiden.betty@tearfund.org. or call the numbers +211 923 129 300 and +211 924 778 067 respectively.

