

REQUEST FOR QUOTE NOTICE

Deadline for submission of bids April 7th, 2021 before 5:00pm

From: Samaritan's Purse.
South Sudan, Hai Cinema next to
Quality Hotel, Old Juba Town Road.
E-mail: SouthSudanSealedBid@samaritan.org

Date: March 24th, 2021

Subject: PR JBB 21088 Ground Transportation (FWA for 1 year)

Samaritan's Purse wishes to contract a legally recognized service provider (company) for Supply of **Ground Transportation** as specified below;

S.N.	Item Description	Qty	Unit	Unit Cost (USD)	Total Cost (USD)
1.	From Juba to Rumbek 10MT	1	Trip		
2.	From Juba to Wau 10MT	1	Trip		
3.	From Juba to Akuem 10MT	1	Trip		
4.	From Juba to Agok/Mayom	1	Trip		
5.	From Juba to Ajuongthok/Yida/Pamir 10MT	1	Trip		
6.	From Nairobi to Juba 10MT	1	Trip		
7.	From Nairobi to Rumbek 10MT	1	Trip		
8.	From Nairobi to Wau 10MT	1	Trip		
9.	From Nairobi to Akuem 10MT	1	Trip		
10.	From Nairobi to Agok/Mayom 10MT	1	Trip		
11.	From Nairobi to Ajuongthok/Yida/Pamir 10MT	1	Trip		
12.	From Juba to Rumbek 20MT	1	Trip		
13.	From Juba to wau 20MT	1	Trip		
14.	From Juba to Akuem 20MT	1	Trip		
15.	From Juba to Agok/Mayom 20MT	1	Trip		
16.	From Juba Ajuongthok/Yida/Pamir 20MT	1	Trip		
17.	From Nairobi to Juba 20MT	1	Trip		
18.	From Nairobi to Rumbek 20MT	1	Trip		
19.	From Nairobi to Wau 20MT	1	Trip		
20.	From Nairobi to Akuem 20MT	1	Trip		
21.	From Nairobi to Agok/Mayom 20MT	1	Trip		
22.	From Nairobi to Ajuongthok/Yida/Pamir 20MT	1	Trip		
23.	From Juba to Rumbek 40MT	1	Trip		
24.	From Juba to Wau 40MT	1	Trip		
25.	From Juba to Akuem 40 MT	1	Trip		
26.	From Juba to Agok/Mayom 40 MT	1	Trip		
27.	From Juba to Ajuongthok/Yida/Pamir 40MT	1	Trip		

28.	From Nairobi to Juba 40MT	1	Trip		
29.	From Nairobi to Rumbek 40MT	1	Trip		
30.	From Nairobi to Wau 40MT	1	Trip		
31.	From Nairobi to Akuem 40MT	1	Trip		
32.	From Nairobi to Agok/Mayom 40MT	1	Trip		
33.	From Nairobi to Ajuongthok/Yida/Pamir 40MT	1	Trip		
34.	Transportation of food items within 2-25km distance from WFP Warehouse	1	MT		
35.	Transportation of food items beyond 25km distance from WFP Warehouse	1	MT		
36.	Hard to reach locations in terms of security, distance and road network	1	MT		
	Total				

Manner of Submission:

Please submit your tender in accordance with the requirements detailed below,
Either

By hand delivery to Samaritan's Purse Juba office, HAI CINEMA NEXT TO QUALITY HOTEL, JUBA TOWN ROAD in sealed enveloped clearly marked **PR JBB 21088 Ground Transportation**

OR

By Email to the following address (Tender committee email): SouthSudanSealedBid@samaritan.org with formal bid & additional supporting documentation indicated below. The subject line should be **PR JBB 21088 Ground Transportation**

Sealing and Marking of Bids

The Bidder shall enclose the bid in a plain envelope securely sealed, the envelope shall:

- Be addressed to the tender committee (see above e-mail address), Juba office
- Bear the bid reference number **PR JBB 21088 Ground Transportation** as subject of the bid
- No other markings should be on the envelope.
- The bidder will drop the envelope into a tender box located at the Samaritan's Purse office reception and shall register the company and name of the person dropping the envelope. If all envelopes are not sealed and marked as required, the tender committee will reject the bid during the review time.

Bidders with questions regarding this notice should send them in writing to the email address:

Copying SouthSudanSealedBid@samaritan.org Responses will be posted to the NGO Forum for all bidders.

Your bid should clearly indicate the following:

- Detailed specifications (if different from stipulated specifications):
- Limitations.
- Mode of payment, terms & conditions.

Disqualification Criteria:

Any Supplier that fails to attach the following documentation with bid will be disqualified immediately;

1. Copy of valid tax clearance certificate.
2. Copy of company incorporation certificate (Renewed). **Make sure to submit both sides & stamped.**
3. The bid should have at least 12 months' quote validity with clear delivery lead time.
4. Currency of offer should be USD with clear terms of payment terms.

5. Sign & Stamp Samaritans Purse **tender code of conduct** and return it alongside quotations.
6. Copy of minimum three purchase orders or contracts that reflect delivering the same category of Security services to other organization since 2017 – 2021.

Conditions of bidding:

- Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic bank transfer/checks.
- Business Contact details including President/Owners of the company.
- Samaritan's Purse is not subject to VAT; therefore, all offers should be exclusive of VAT costs.
- NB: **No tender documents are to be requested from the office.** You only need to submit your quotation as instructed above.
- Should be legally registered company.
- With a track record or experience of **Ground Transportation Services in South Sudan.**
- Ability and capacity to supply the specified work to Samaritan's Purse Juba office SP field Office.
- If submitting in an EMAIL format, **only** bids submitted **solely** to SouthSudanSealedBid@samaritan.org will be accepted.
 - Emailed Bids will be REJECTED if:
 - Another Samaritan's Purse email is in copy
 - Submitted separately to any other party.
 - Any coercive behaviour is suspected.
 - Failure to meet selection criteria indicated below(Marked Red)

Terms & Conditions:

- SAMARITAN'S PURSE accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their applications;
- Time of delivery of service is very important; the service provider should therefore indicate a reasonable time for supply upon receiving of Purchase Order (PO) otherwise delay penalties will be strictly implemented and no time extension would be granted unless for reasons beyond the contractor's control.
- SAMARITAN'S PURSE reserves the right to award the most qualified service provider (contractor) regardless of the lowest price submitted;
- SAMARITAN'S PURSE reserves the right to award to more than one bidder or to reject all applicants and cancel the solicitation at any time.