

**REQUEST FOR QUOTATION (RFQ)
Negotiated procedure / tender**

To: name of supplier:	Phone number:
From: ZOA-Dorcas South Sudan	Email:
Date: 26-Jul-22	No. of pages including this page:

REFERENCE: (PRF-WAU-012-22)
Subject: (Procurement of small truck)

Manner of Submission:

Bids to be submitted per e-mail to: procurement.southsudan@zoadorcas.ngo or delivered (in a sealed envelope) to the following address: Juba country Office, Nyakuron West, Block GII, Plot No. 85, Juba – South Sudan (+211921007803 for directions only).
Closing deadline: 02/08/2022 @ 3: 00 PM

Important: Offers transmitted after the deadline or in any other manner than those indicated above will not be considered.

Requirements:

ZOA-Dorcas invites your company to make a firm offer for the following:

Merchandise/goods/works/services – **Goods:**

Specifications: *(refer to the attached specification document)*

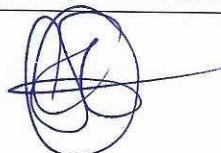
Quantity: *(01 Unit)*

Delivery place: *ZOA-Dorcas Wau Office, Sika Hadiid, Wau town, Western Bhar el Gazal.*

NB: QUOTE FOR BOTH MODEL OF TRUCKS AND WE WILL ORDER FOR ONE DEPENDING ON OUR AVAILABLE BUDGET (EITHER FOR 5 TON OR 4 TON TRUCK)

Your offer should clearly indicate:

1. Unit price inclusive of delivery up to Wau
2. Time of delivery: how many days after order
3. Prices should be net after deduction of discounts
4. Confirmed delivery schedule
5. Validity of the offer
6. Detailed specifications (if different from stipulated specifications)
7. Expected payment schedule and/or payment details (bank account information) of supplier



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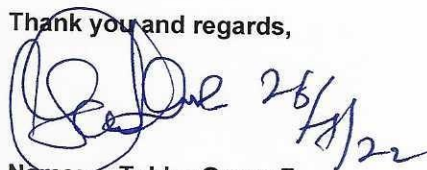
8. Previous experience in delivering such goods (date, size of order, to whom)
9. Valid registration documents with the Government of South Sudan. Valid Tax Clearance Certificate or expired not more than 3 months overdue.
10. Signed ZOA-Dorcas Supplier Code of Conduct
11. Dully completed supplier registration form (Ignore if you have already completed this before)

Information to bidders:

1. This is an obligation free quotation. ZOA-Dorcas reserves the right to accept or reject your quotation based on the information provided. Incomplete quotations which do not comply with our conditions will not be considered.
2. Currency of offer should preferably be in USD, if applicable, the comparison of offers will be based on the prevailing ZOA-Dorcas exchange rate.
3. Payment will be made in USD
4. Payment details will be in the contract.
5. ZOA-Dorcas will not be responsible for any bank service charges.
6. Inspection (at supplier's expense) may be applicable and will be advised at time of purchase order and arranged by ZOA-Dorcas.
7. ZOA-Dorcas does not undertake to pay by letter of credit or in advance of delivery.
8. (if applicable) Goods supplied for (ZOA-Dorcas) are exempt from VAT and all other customs excise duties.
9. Hand-written, incomplete offers or offers which do not comply with any or our tender conditions will not be considered.
10. There will be liquidated damages equivalent to a deduction of 0.1% per item or part thereof for late deliveries due to default on the part of the supplier.
11. Environmental policy: (ZOA-Dorcas)'s policy is to purchase products and services, which have the least negative impact on the environment. Environmental considerations covering manufacture, transport, packing, use and disposal of goods form part of (ZOA-Dorcas) evaluation and selection criteria.
12. All vendors doing business with ZOA-Dorcas should maintain high standards on ethical issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. Please submit a signed version of the ZOA-Dorcas Supplier Code of Conduct with your offer. ZOA-Dorcas reserves the right to reject quotations provided by vendors not meeting these standards.
13. ZOA-Dorcas South Sudan has Zero tolerance to Sexual exploitation, Abuse and Harassment. Any vendor known during the tendering process or after will be disqualified and taken out of ZOA-Dorcas database for ever.
14. Vendors doing business with ZOA-Dorcas will be screened on anti-corruption due diligence before ZOA-Dorcas confirms an order or contract. By submitting this offer, the supplier agrees that his data may be used for such a screening and that the supplier will be registered in the ZOA-Dorcas ERP software.

Please acknowledge receipt of this enquiry and indicate your interest to bid.

Thank you and regards,


Name: Tabbu Oscar F


ZOA  Dorcas
South Sudan

Position: Head of Operations
ZOA-Dorcas South Sudan

Specifications

5 ton truck details

Chassis: ISUZU, 4x2 LHD model

Engine: 190HP, euro 5

Wheel base: 3815 mm

Gearbox: MLD 6-speed, manual

Tire: 235/75R17.5

Year: 2022, brand new

Cargo body: 3800×2200×600mm, side thickness 3mm, bottom thickness 4mm

Hydraulic system: middle lift with duoble hydraulic cylinders

Overall dimension: 5900×2200×2300 mm



4 ton truck details

Chassis: ISUZU, 4x2 LHD model

Engine: 130HP, euro 5

Wheel base: 3360 mm

Gearbox: MSB 5-speed, manual

Tire: 7.00R16

Year: 2022, brand new

Cargo body: 3200×2200×500mm, side thickness 3mm, bottom thickness 4mm

Hydraulic system: middle lift with duoble hydraulic cylinders

Overall dimension: 5900×2200×2300 mm



ZOAC Dorcas
South Sudan

A handwritten signature in blue ink, enclosed in a circle.