

REQUEST FOR PROPOSAL (RFP)

DATE: 10th, February, 2025

Our Ref: RFP/ZOA DORCAS/2025/01/AFSRiSS- PROJECT
Project Consultancy AFSRiSS/SSD2314/2025.

To: **Public Notice**

Dear Sir/Madam,

Subject: : Request for Proposal for Consultancy Service for AFSRiSS Project.

The project titled "**Accelerating Food Systems Resilience in South Sudan (AFSRiSS)**" aims to support local entrepreneurs and communities in South Sudan to develop inclusive, equitable, and resilient seed systems, value chains, and agrifood enterprises. The lead partner is the Cooperative Dutch Coalition for Relief and Development U.A, based in the Netherlands, with ZOA Dorcas South Sudan and the University of Juba as partners.

The project is implemented in the states of Western Bahr el Ghazal, Jonglei/GPAA, and Eastern Equatoria, targeting areas such as Jur River County, Bor South County, Pibor County, and Torit County. Its main purpose is to improve food security and nutrition by enhancing the resilience of local food systems through the development of seed systems, value chains, and agrifood enterprises.

The expected outcomes include improved seed security for smallholder producers and entrepreneurs, collaborative stakeholder networks for value chain development, and an established knowledge, learning, and capacity-building agenda. The project directly works with 30 local case owners and target 6,000 smallholder food producer households, focusing on women and youth.

This is to invite you as a consultant to submit your proposals for the consultancy services that you shall offer to the project, you are required to submit your financial proposal, which shall clearly show the professional fees and Logistics. Consultancy service fees tax in South Sudan is charged 20% which you should be factor in your financial proposal, but the logistics cost, are tax free.

Please be guided by the Annex Requirements in the Terms of Reference for Expenditure Verification attached to this Request For Proposal, and the ZOA Dorcas Supplier Code of Conduct attached hereto as Annex II in preparing your proposal.

Proposals should be submitted by Monday 17th February, 2025, at 17:00hrs CAT, via email to the address below;

Email: **Procurement.southsudan@zoadorcac.ngo**

Your proposal must be expressed in the English language, and valid for a minimum period of not less than 90 days.

In the course of preparing your proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Your proposal should be submitted by email, with your name and reference number in the subject. Kindly ensure that all documents are clearly named, dully signed and in pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and the TOR providing details of the requirements for this endline evaluation.

The proposal should comply with all of the requirements that meets all the evaluation criteria and Should offer the best value for money.

Any discrepancy between the unit price and the total price shall be re-computed by ZOA Dorcas, and the unit price shall prevail, and the total price shall be corrected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by ZOA Dorcas after it has received the proposal.

The Offer letter and the contract shall be issued as a result of this RFP to the individual consultant who meet all the requirement in the request for proposal, and the Terms of reference for the project.

Please be advised that ZOA Dorcas is not bound to accept your proposal, nor award a contract or purchase order, nor be responsible for any costs associated with your preparation and submission of this proposal, regardless of the outcome or the manner of conducting the process.

ZOA Dorcas encourages consultants to prevent and avoid conflicts of interest, by disclosing to ZOA Dorcas if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP

ZOA Dorcas implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against ZOA Dorcas, as well as third parties involved in ZOA Dorcas activities. You will be required to submit along with your proposal a signed ZOA Dorcas supplier code of conduct (Annex II).


ZOA Dorcas has a zero tolerance to SEXUAL HARRASMENT, EXPLOITATION & ABUSE and also to abuse against Children. Should such come to knowledge of ZOA Dorcas now or during this proposal submission or after, this entire process will be cancelled with the immediate effect.

Your company and its director(s) shall be subjected to a mandatory vetting (Member Check) against list of listed companies or individuals on OFAC, EU, USA, South Sudan list of sanctions. Therefore, we request as part of submission a copy of Passport of the company directors.

This Call for expression of interest is simply an invitation to you to submit a proposal in accordance with this call for proposal document. This Call for proposal does not constitute an offer of any kind on the part of ZOA Dorcas.

Thank you and we look forward to receiving your proposal.

Yours Sincerely,


Jitendra Nath Panda,
Country Director,
ZOA Dorcas South Sudan

