

**Malteser Hilfsdienst e. V., Malteser International, Erna-Scheffler-Str. 2, 51103 Cologne, Germany**

**Malteser International  
Wau Office  
Hai Daraja West Residential Area  
Next to CARE International Office  
Northeast of WFP Office  
North of St. Joseph Church, Wau North  
Wau, South Sudan**

**Juba, 29 July 2021**

**Request for Quotation  
RFQ-WAU-2021-0179**

For provision of VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau.


- A. Annex 1: Specification of Bidding
- B. Annex 2: Bill of Quantity

We look forward to receiving your tenders by or before the **submission deadline on 29 August 2021 at or before 4:00 pm** via E-mail to: **[mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org)**.

Please write in the Subject line of your email with tender: **“RFQ-WAU-2021-0179 for VSAT Internet for Malteser International in Wau”**

Thank you for your cooperation.

Yours faithfully,



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Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726  
Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau,  
Douglas Graf Saurma-Jeltsch, Verena Hölken

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## A. SPECIFICATION OF BIDDING

Related to our advertised RFQ-WAU-2021-0179 Malteser International (MI) herewith calls for tenders for VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau

### 1. Description of the organization and its activities

Malteser International is the worldwide humanitarian relief service of the Order of Malta and legally a division of Malteser Hilfsdienst e.V in Germany. It provides aid in all parts of the world without distinction of religion, race or political persuasion. Christian values and the humanitarian principles of impartiality and independence are the foundation of its work.

In South Sudan, Malteser International operates in Juba, Yei, Wau, Maridi and Rumbek. In these locations, it's activities include Health and Nutrition, Food Security and Livelihood, Water Sanitation and Hygiene and Health Programs

**Objective of Request for Quotation:** In accordance with the overall targets of above-mentioned operations, MI plans to order VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau.

The technical specifications and conditions of the quoting process are described below in the Specification of Quoting and in the Annex 2: Bill of Quantity which are part of this RFQ.

Internet providers are invited to submit tenders complying with the requirements here below specified.

### 2. Tender Presentation

The tender shall be via E-mail to: [mb.procurement-juba@malteser-international.org](mailto:mb.procurement-juba@malteser-international.org)

**The deadline for the delivery of the tenders is: 29 August 2021 at or before 4:00pm**

- The tender shall be written in English.
- The tender should be valid for **60 days after the deadline.**
- The format BoQ can be used or a separate one depending on supplier's choice.

### 3. General conditions

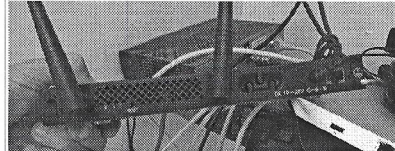
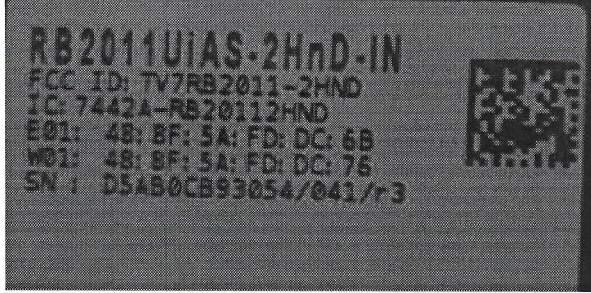
- The tender shall be typed or written and signed on each page by the legal representative of the supplier,
- The winning company might be requested to provide catalogues, pictures, technical descriptions and/or samples of items at the order stage when required,
- The prices of the tender will be expressed in United States Dollars. The prices must be on unit price basis,
- The prices will be considered fixed whereas MI will not process Tax exemption. No additional change of whatsoever nature and type will be accepted by MI,
- MI reserves the right to accept or reject all tenders depending on prevailing condition at the time.

### 4. Technical specification

VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau
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The following equipment is available in Wau Office:

 <p>1.2-meter dish</p>	 <p>1.3-meter dish in store (not in use)</p>
	
 <p>Router</p>	
	
 <p>Mikrotik + Meraki</p> 	

## 5. Timetable

Activities	DATE	TIME*
Deadline for submission of tenders	29 Aug 2021	04:00 p.m.
Opening of submitted tenders	1 Sep 2021	
Notification of award to the successful contractor	10 Sep 2021	-
Signature of Contract Agreement	13 Sep 2021	-

\* All times are local time in Juba, South Sudan

## 6. Validity of tenders

Each company is bound to the tender submitted for a period of 60 days from the deadline for submission of tenders.

## 7. Language of tenders

All tenders, official correspondence between companies and MI, as well as all documents associated with the tender request will be in English.

## 8. Submission of tenders

All tenders must conform to the following conditions:

- 8.1. Each tender must be submitted via E-mail to: **mb.procurement-juba@malteser-international.org** on **29 Aug 2021**, at or before 04:00 pm (local time).

## 9. Content of tenders

All submitted tenders must conform to the requirements mentioned in the RFQ. Furthermore, they must include the following documents:

**Part 1 - Tender:** A tender for provision of VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau under the Contract Agreement. The format BoQ can be used or a separate one depending on supplier's choice. Additional sheets may be attached for further details.

### Part 2 - Legal documents

- Copy of the company's certificate of incorporation,
- Copy of Chamber of Commerce registration,
- Copy Tax Identification Certificate,
- Copy of Certificate of Operation,
- Company's Bank Statement of last three months (for May, Jun and July 2021),
- Average turnover for the past 2 years in USD (for 2019 and 2020),
- Company's official address,
- Company's phone numbers,
- Bank account details (where money would be paid),

## 10. Ownership of TENDERS

MI reserves/funds ownership of all tenders received. As a consequence, bidders will not be able to stipulate requirements that their tenders are to be returned.

## 11. Opening of submitted tenders.

The tenders will be opened on **1 September 2021** in MI Office in Juba, South Sudan, by the Evaluation Committee. The selection process will be recorded in writing by the Evaluation Committee.

## 12. Tender evaluation

The criteria applied for the evaluation will be the **legal conformity, the price, the technical experiences, the compliance with technical specifications and quality standards, having an office in Wau, having a technician in Wau, arrival time of a technician on call to Wau if not based in Wau, the capacity to deliver and delivery time.** The work will be awarded to the winning bidder according to the timetable mentioned above.

## 13) Specific Technical and Financial Evaluation Criteria to standards:

- Comparative Bid Analysis and justification basing on responsiveness of the selected supplier by evaluation committee,
- Contract Agreement will directly be issued to the selected supplier upon approval.

## 14) Terms of payment

The payment will be done in United States Dollar by bank transfer or cheque as specified below:

- Payment will be carried out quarterly upon received invoices from the Contractor.

## Annex 2: Bill of Quantity

For provision of VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau

No.	Description	Unit	Quantity	Unit price USD	Total USD
1	Provision of VSAT Ku-Band 1024/2560 Kbps 1:2 of shared bandwidth with 1-year subscription from 23 September 2021 to 22 September 2022 in Malteser International Office in Wau	Subscription per month	12 months		
2	Installation and configuration	Lump sum	1		
Total					

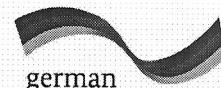
On behalf of Malteser International:

Date: 29 July 2021

Yours faithfully,



**Malteser  
International**  
Order of Malta Worldwide Relief



german  
humanitarian  
assistance  
DEUTSCHE HUMANITÄRE HILFE

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