

PART 1 ADVERTISEMENT FOR PRE-QUALIFICATION OF SUPPLIERS

The Rescue Initiative South Sudan invites interested firms (bidders) to apply for Pre-qualification as Suppliers of goods, works and services for the period 2025/26 under the following categories.

CATEGORY A		
NO	PREQUALIFICATION FOR SUPPLY OF GOODS	REF. No
1	Supply of office Furniture and Fittings	TRI-SS/PQA/2025/01
2	Supply and Delivery of Office Equipment (Photocopiers, ICT Equipment)	TRI-SS/PQA/2025/02
3	Supply and Delivery of Office Stationery and Cartridges	TRI-SS/PQA/2025/03
4	Supply of Vehicle / Vehicle spare parts	TRI-SS/PQA/2025/04
5	Supply and Delivery of construction materials and electrical tools	TRI-SS/PQA/2025/06
7	Supply of IT Equipment and Electronics	TRI-SS/PQA/2025/07
8	Supply of Vegetables, Crops and Fruits seeds	TRI-SS/PQA/2025/08
9	Supply and Delivery of Agricultural machineries, tools and inputs (Grinding mills)	TRI-SS/PQA/2025/09
10	Supply of visibility materials and Other Branded Clothing (Printing Materials)	TRI-SS/PQA/2025/10
11	Supply and Delivery of Medical & Veterinary supplies	TRI-SS/PQA/2025/11
12	Supply and Delivery of Water (inclusive of drinking water)	TRI-SS/PQA/2025/12
13	Supply and Delivery of Cutlery, Crockery and Related Kitchen Equipment	TRI-SS/PQA/2025/13
14	Supply and Delivery of Laundry Detergents, Multipurpose Detergents,	TRI-SS/PQA/2025/14
15	Tissue Paper, cleaning supplies and services	TRI-SS/PQA/2025/15
16	Supply and Hire of Tents, Tarpaulins, Chairs, Public address system,	TRI-SS/PQA/2025/16

17	Supply and Delivery of Generators, Solar equipment, Batteries, & Parts, Water pumps, Event Management	TRI-SS/PQA/2025/17
18	Supply of Sanitary Kits	TRI-SS/PQA/2025/18
19	Supply of COVID-19 Equipment, materials	TRI-SS/PQA/2025/19
20	Construction, supply and writings of sign posts	TRI-SS/PQA/2025/20
21	Supply and Delivery of Fuel, Oils, Lubricants and LPG	TRI-SS/PQA/2025/21
22	Supply and Delivery of Beds, Bedding, Linen, Mattresses, Mosquito Nets	TRI-SS/PQA/2025/22
23	Supply of Relief items (Blankets, soap bars, aqua tabs, plastic sheets, kitchen set, Sleeping mat, solar lamps, collapsible Jerry cane and buckets)	TRI-SS/PQA/2025/23

CATEGORY B

NO	PRE-QUALIFICATION FOR SUPPLY OF WORKS	REF. No
1	Repair & Maintenance of Electrical Works	TRI-SS/PQA/2025/01
2	Building & Construction Contractors	TRI-SS/PQA/2025/02
3	Construction/ Maintenance of School Desks, Benches, Chair & Tables	TRI-SS/PQA/2025/03
4	Painting, Interior Decor & Landscaping Services	TRI-SS/PQA/2025/04
5	Drilling of boreholes, borehole rehabilitation and repairs related works	TRI-SS/PQA/2025/05
6	Repairs & Maintenance of Civil Works	TRI-SS/PQA/2025/06
7	Repair and Maintenance/ Servicing of Motor Vehicles/ Motor Cycles	TRI-SS/PQA/2025/07
8	Provision of Architectural and Engineering consultancy Services	TRI-SS/PQA/2025/08
9	Provision of Electrical Engineering Services	TRI-SS/PQA/2025/09
10	Provision of Air Travel Agency, Accommodation/hotel services and Car Hires Services	TRI-SS/PQA/2025/11
12	Supply and Maintenance of Sanitary Bins and Related Services	TRI-SS/PQA/2025/12
13	Provision of Garbage Collection Services	TRI-SS/PQA/2025/13





14	Provision of Fumigation and Pest Control Services	TRI-SS/PQA/2025/14
15	Service and Maintenance of Gas Appliances (Catering Equipment)	TRI-SS/PQA/2025/15
16	Service and Maintenance of AC Appliances Equipment	TRI-SS/PQA/2025/16
17	Security Service and Maintenance safety materials and Firefighting Equipment,	TRI-SS/PQA/2025/17
18	Provision of Publishing and Printing Services	TRI-SS/PQA/2025/18
19	Provision for Internet Equipment/Services	TRI-SS/PQA/2025/19
20	Provision of Legal Services	TRI-SS/PQA/2025/20
21	Provision of Insurance Underwriting Services	TRI-SS/PQA/2025/21
22	Provision of Medical Services	TRI-SS/PQA/2025/22
23	Provision of Audit Services	TRI-SS/PQA/2025/23
24	Provision of banking and Cash transfer & distribution services	TRI-SS/PQA/2025/24
25	Provision of cargo shipment services (Road, water and air)	TRI-SS/PQA/2025/25

MANDATORY REQUIREMENTS		
No.	Requirement	
1	Certified Copy of Certificate of Registration/Incorporation	
2	Valid Tax Compliance Certificate & Import License	
3	Air Travel Firms must be registered with International Air Travel Association (IATA) and any other relevant bodies.	
4	Transport Hire Firms, Taxis, etc. must attach evidence of having taken all the necessary insurance covers.	
5	Valid Operation License	

6	Evidence Of physical Registered office– Please attach utility bill e.g. Electricity/Water bill etc. or tenancy agreements with the name of the firm	
7	agreements with the name of the firm.	
8	A minimum of three reference letters from current clients. i.e. For the period 2019-2020	
9	Financial statement for the last three months in the name of the firm i.e. (Oct-Dec 2020)	

TECHNICAL EVALUATION		
No.	Requirements (Submit evidence)	Score(%)
1	Registration documentation e.g. Certificate of Incorporation, Valid Tax Identification number Compliance Certificate, Import license and operations license	25
2	Evidence Of physical Registered office– Attach utility bill e.g. Electricity /Water bill etc. or tenancy agreements with, the name of the firm	5
4	Other certification	10
5	Man Power/Staffing	20
6	Past Performance & Experience e.g. provide contracts/Local Purchase Orders (LPOs)/Recommendation letters	25
7	Financial capability	10
8	Litigation history	5
TOTAL		100
PASS MARK		75

The pre-qualification documents must be enclosed in a properly sealed envelope marked "Pre-Qualification of Suppliers 2025/26", in the tender boxes latest by Monday, 30th March 2025 at 5.00 pm at the Rescue Initiative South Sudan reception office offices below:

The Rescue Initiative South Sudan Procurement/Logistics Department Gudele Buwaba 1, Small Zain building office

E-mail address: pj52852@gmail.com

Phone: 0981716983



PART 2. SUPPLIER REGISTRATION QUESTIONNAIRE

1. Business Name

Pin No _____ **VAT Reg** _____

(Attach Copy Registration Certificate)

2. Category applied for (Maximum of 3 Categories based on your capacity & experience only, adequate supporting documents required for verification)

3. Experience:

a) State the number of years the company has been in similar business.

b) State names of five major clients, references and contact persons

(Attach list and evidence e.g. Purchase Orders, Contract Agreements Invoices, etc.)

c) List ongoing contracts/projects (goods services) and values of contract/orders.

4. Submit organizational structure and CV profiles of relevant management and technical staff

5. Have you previously dealt with The Rescue Initiative - South Sudan?

a) If yes, state nature of business.

b) State whether you have, at any one time, been blacklisted by The Rescue Initiative - South Sudan. If yes, give reasons.

6. Financial Strength and provide copies of the company's audited accounts for 2022/3/4 three years

7. Delivery Logistics

a) State location of registered office, warehouse and space whether owned/rented indicating:

Building _____

Street/road _____

City/town _____

b) Submit a brief statement of supply and service delivery methods and procedures the firm proposes/plans to use to execute the contract.

8. State whether your company is a:

a) **Manufacture,**

b) **Authorized agent (Attach principal/manufacturer's authorization letter)**

c) **Stock List**

d) **Other (Please specify)**

9. **Specify the amount of business you can handle at any one time**

10. **Give any Other information that you feel is relevant for purpose of the Pre-qualification as a supplier.**

11. ADDITIONAL INFORMATION

Bank details:

Account Names:

Bank Account No:

Bank Names:

Bank branch:

PAST EXPERIENCE/REFERENCE CLIENT DETAILS.

Please provide at least three major supplies/projects/assignments you have undertaken relevant to the good/services or works you are bidding for, performed over the last 2 years. The referees can both sign and stamp below. s

1. Client name (Organization):

Address:

Tel Number:

Contact person: _____

Position in the organization: _____

Value of the contract: _____

Duration of the contract: _____

Signature and stamp of the client: _____

(Attach Documentary Evidence of Existence of Contract)

2. Client name (Organization): _____

Address: _____

Tel Number: _____

Contact person: _____

Position in the organization: _____

Value of the contract: _____

Duration of the contract: _____

Signature and stamp of the client: _____

(Attach Documentary Evidence of Existence of Contract).

3. Client name (Organization): _____

Address: _____

Tel Number: _____

Contact person: _____

Position in the organization: _____

Value of the contract: _____

Duration of the contract: _____

Signature and stamp of the client: _____