**NOTICE OF REQUEST FOR PROPOSALS**

**LONG TERM FRAMEWOK AGREEMENT FOR CASH DELIVERY SERVICES / SALARY PAYMENTS TO CMD FIELD OFFICES IN**

**JONGLEI, GPAA, UPPER NILE AND CENTRAL EQUATORIA STATES**

**TENDER REF No 1001-11-2021**

Christian Mission for Development (CMD) is a registered non-profit, non-governmental, multi-sectoral relief and development organization dedicated to fighting poverty and injustices to reduce human suffering and enhances communities’ livelihoods. CMD was established in 2005 and has been in operation, mitigating suffering through provision of lifesaving assistance and essential social services to most vulnerable communities focusing especially on women, children, and youth initiatives.

Christian Mission for Development (CMD) is inviting qualified financial service providers with relevant experience and capacity to submit proposals for long-term framework agreement for:

1. ***Cash handling and cash delivery / transfer to the field locations***
2. ***Payment of staff salaries at CMD Field Offices.***
3. ***Pre-financing of some activities / field works when required.***

These services will be contracted for a period of 2 (two) years, with periodic annual reviews and with possibility of extension by one year, subject to satisfactory performance. To be eligible for consideration, interested financial service providers must meet the following requirements and should be able to provide valid evidence upon request.

1. Be a legally registered service provider with authorization to work and operate in South Sudan, compliant with relevant laws, and have fulfilled obligations related to payment of government taxes and legal registration
2. Hold at least five years’ experience implementing cash transfer/payment programs in South Sudan
3. Have an established presence in South Sudan with the ability to demonstrate evidence of current similar programming in the country
4. Have prior experience implementing cash transfer / salary payment services in South Sudan
5. Have adequate personnel (sufficiently trained managers, employees etc.) to execute the cash transfer / salary payment services
6. Exhibits a good track-record and references from previous clients

All bids must be submitted on a company letterhead signed, stamped by Director/Manager of the bidder, and emailed to **info@cmd.org** withthe subject line **“Tender Ref No.1001-11-2021**”. Bids omitting this subject line will not be considered. All bids should be submitted **via email only.** Submissions via courier or hand-delivery shall not be accepted. Proposals must be received by **10th November 2021.** Bids received after this day will not be considered.

CMD reserves the right to change the quantities or cancel/reject any or all offers without assigning any reason. Bidders must not be engaged in any corrupt, fraudulent, collusive, coercive, or obstructive practices including but not limited to applying/bidding by multiple names/companies and soliciting or accepting gratuities, favors or anything of monetary value from other parties to this procurement, including CMD. If any bidder is found to be involved in such practices his/her bid may be rejected. Lowest price will not be the sole criteria; quality, financial capacity and previous experience will also be considered.