

**REQUEST FOR QUOTE NOTICE**

**Deadline for submission of bids July 29<sup>th</sup>, 2020 before 5:00pm.**

From: Samaritan's Purse.  
South Sudan, Hai Cinema next to  
Quality Hotel, Old Juba Town Road.  
E-mail: [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org)

**Date: July 17<sup>th</sup>, 2020**

**Subject: PR MBJU 32679 Toyota Landcruiser spares**

Samaritan's Purse wishes to contract a legally recognized service provider (company) for Supply of **Toyota Landcruiser spares** as specified below;

Item	Qty	Unit	Part #	Item Description	Unit	Total
1	30	Set	04478-12060	Front brake rubbers		
2	30	Set	47731-35040	Front brake piston		
3	20	Set	04495-60070	Brake shoes		
4	20	Set	46550-60070	Brake shoes		
5	5	Pc	47201-60A00	Brake master cylinder		
6	10	Set	04466-60080	Brake pad, new model		
7	10	Set	04465-60340	Brake pads		
8	10	Pc	87910-60680	Mirror Assy outer, both left/right		
9	5	Pc	44310-60450	Hydraulic pump		
10	5	Pc	22140-17810	Router head		
11	8	Pc	33404-30040	Gear Sub assy speedo driven		
12	30	Pc	JLM104948	Bearing		
13	30	Pc	90306-49087	Bearing RTP		
14	50	Pc	90366-20003	Nuckle bearing		
15	50	Pc	90311-45028	Seal, type T oil		
16	50	Pc	90310-35010	Seal, type S oil		
17	50	Pc	90311-41009	Seal, type T oil		
18	50	Pc	90310-36003	Seal, type S oil		
19	10	Pc	Toyota Model	Fuel gauge		
20	5	Pc	31250-60431	Clutch plate (Disc) for Landcruisher		
21	24	Pc	19850-17010	Heater plug		
22	10	Pc	43401-60081	Spindle		
23	50	Pc	04371-60070	Spider kit universal front		
24	50	Pc	04371-36050	Spider kit, rear propeller shaft universal		
25	6	Pc	46410-	Hand brakr cable, 3 doors for Toyota		
26	50	Pc	90945-03011	Washer fastening shoke absorber		
27	50	Pc	RYF500200	Shock absorber washer defender		
28	50	Pc	90385-16007	Shock absorber bushes, rear		
29	50	Pc	54311-44000	Shock absorber bushes, front		
30	5	Pc	77710-60030	Fuel tank solenoid main valve		
31				<b>Grand total in USD</b>		

## **Manner of Submission**

Please submit your tender in accordance with the requirements detailed below,

Either

**By hand delivery** to Samaritan's Purse Juba office, HAI CINEMA NEXT TO QUALITY HOTEL, JUBA TOWN ROAD in sealed enveloped clearly marked **PR MBJU 32679 Toyota Landcruiser spares**

OR

**By Email to the following address (Tender committee email):** [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org) with formal bid & additional supporting documentation indicated below. The subject line should be **\_PR MBJU 32679 Toyota Landcruiser spares**

## **Sealing and Marking of Bids**

The Bidder shall enclose the bid in a plain envelope securely sealed, the envelope shall:

- Be addressed to the tender committee (see above e-mail address), Juba office
- Bear the bid reference number **PR MBJU 32679 Toyota Landcruiser spares**

And subject of the bid

- No other markings should be on the envelope.
- The bidder will drop the envelope into a tender box located at the Samaritan's Purse office reception and shall register the company and name of the person dropping the envelope. If all envelopes are not sealed and marked as required, the tender committee will reject the bid during the review time.

**Bidders with questions regarding this notice should send them in writing to the email address:**

Copying [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org) Responses will be posted to the NGO Forum for all bidders.

**Your bid should clearly indicate the following:**

- Detailed specifications (if different from stipulated specifications):
- Limitations.
- Mode of payment, terms & conditions.

## **Conditions of bidding:**

- Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic bank transfer/checks.
- Business Contact details including President/Owners of the company.
- Samaritan's Purse is not subject to VAT; therefore, all offers should be exclusive of VAT costs.
- **NB: No tender documents are to be requested from the office.** You only need to submit your quotation as instructed above.
- Should be legally registered company.
- With a track record or experience of **Toyota Landcruiser spares**
- Ability and capacity to supply the specified work to Samaritan's Purse Juba office SP field Office.
- If submitting in an EMAIL format, **only** bids submitted **solely** to [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org) will be accepted.
  - Emailed Bids will be REJECTED if:
    - Another Samaritan's Purse email is in copy
    - Submitted separately to any other party.
    - Any coercive behaviour is suspected.
    - Failure to meet selection criteria indicated below( Marked Red)

## Terms & Conditions:

- SAMARITAN'S PURSE accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their applications;
- Time of delivery of service is very important; the service provider should therefore indicate a reasonable time for supply upon receiving of Purchase Order (PO) otherwise delay penalties will be strictly implemented and no time extension would be granted unless for reasons beyond the contractor's control.
- SAMARITAN'S PURSE reserves the right to award the most qualified service provider (contractor) regardless of the lowest price submitted;
- SAMARITAN'S PURSE reserves the right to award to more than one bidder or to reject all applicants and cancel the solicitation at any time.

## **Disqualification Criteria:**

- Any Supplier that fails to attach the following documentation with bid will be disqualified immediately;
  1. Copy of valid tax clearance certificate.
  2. Copy of company incorporation certificate (Renewed). **Make sure to submit both sides & stamped by the authorities.**
  3. The bid should have at least 3 months quote validity with clear delivery lead time.
  4. Currency of offer should be USD with clear terms of payment terms.
  5. Sign & Stamp Samaritans Purse **tender code of conduct** and return it alongside quotations.
  6. Copy of minimum three purchase orders or contracts that reflect delivering the same category of **Toyota Landcruiser spares** to other organization.

***NB: WE PRACTICE PROCUREMENT WITH INTEGRITY. DROP A LETTER IN THE TENDER BOX or EMAIL UNETHICAL BEHAVIOR TO [SouthSudanSealedBid@Samaritan.org](mailto:SouthSudanSealedBid@Samaritan.org) FOR CONFIDENTIAL REPORTING***