

REQUEST FOR QUOTE NOTICE

Deadline for submission of bids November 24th, 2021 before 5:00pm

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

Date: November 16th, 2021

Subject: PR JBB 21420 Frozen Food Items FWA 2022.

Samaritan's Purse wishes to contract a legally recognized service provider (company) for Supply of TOR **JBB 21420 Frozen Food Items FWA 2022.**

Item#	Qty.	Unit	Item Description	Unit Cost (USD)	Total Cost (USD)
1	1	Kgs	Bacon , Back bacon		
2	1	Kgs	Beef, Beef Ribs		
3	1	Kgs	Beef, Beef vienas		
4	1	Kgs	Beef, Minced Beef		
5	1	Kgs	Beef, normal fillet		
6	1	Kgs	Beef, true fillet		
7	1	Kgs	Beef, Fresh Cow Meat		
8	1	Kgs	Cheese, Cheddar cheese		
9	1	250g	Cheese, Cheddar cheese		
10	1	Kgs	Cheese, Mozarella Cheese		
11	1	250g	Cheese, Mozarella Cheese		
12	1	Kgs	Cheese, White cheese		
13	1	250g	Cheese, White cheese		
14	1	Kgs	Chicken, Boneless chicken		
15	1	Kgs	Chicken, Capon Frozen - 1.2-1.4kg chicken		
16	1	Kgs	Chicken, Chicken Breast		
17	1	Kgs	Chicken, Wings		
18	1	Kgs	Fish, Tilapia		
19	1	Kgs	Fish, Fillet		
20	1	Kgs	Fish, Daga/Omena		
21	1	Kgs	Goat, Goat Ribs		
22	1	Kgs	Ham		
23	1	Kgs	Lamb, Lamb Chops		
24	1	Kgs	Peanut Butter - Generic		
25	1	Kgs	Pork, Shoulder Chops,		
26	1	Kgs	Sausages, Value Pack Beef Sausages		
27	1	Kgs	Sausages, Value Pack Pork Sausages		
28	1	Kgs	Sausages, Value Pack Chicken Sausages		
29	1	250g	White Tuna		

30	1	2litre	Yoghurt (vanilla, mango, butterscotch, strawberry) - Juba made		
31	1	2litre	Yoghurt (vanilla, mango, butterscotch, strawberry)-Dairy Top		
32	1	500ml	Yoghurt (vanilla, mango, butterscotch, strawberry)-Dairy Top		
33	1	2litre	Yoghurt t (vanilla, mango, butterscotch, strawberry) - Juba made		
34	1	500MI	Yoghurt Snowman (vanilla, mango, butterscotch, strawberry) - Juba made		
35	1	500MI	Yoghurt Milkman (vanilla, mango, butterscotch, strawberry)		

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 JBB 21420 Frozen Food Items FWA 2022.** OR

By Email to the following address (Tender committee email): SouthSudanSealedBid@samaritan.org with formal bid & additional supporting documentation indicated below. The subject line should be **PR JBB 21420 Frozen Food Items FWA 2022.**

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 JBB 21420 Frozen Food Items FWA 2022** as 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 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.

Bid 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.**
 3. The bid should have at **least 12 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 endorsed **purchase orders** or **contracts** that reflect delivering the same category of **Supply of Human Food Items** to other organizations since 2018 – 2021.

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 **Supply of Human Food Items.**
- 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 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.