**Malteser International Europe · Grüner Weg 12-14, 50825 Cologne, Germany**

**Country Coordination Office**

**Plot No: 445 Kololo Road 3k South**

**Tong Ping, Juba Town**

**South Sudan**

**Juba, 4 December 2020**

**Specification of Bidding**

**SOB-WAU-2020-0316**

For supply and delivery of Toyota Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS to Malteser International Coordination Office in Juba in South Sudan

1. Annex 1: Specification of Tendering
2. Annex 2: Bill of Quantity

The whole Specification for tendering dossier (digital version) can be downloaded on the South Sudan NGO Forum’s website.

We look forward to receiving your tenders on **8 January 2021 at or before 4:00pm** via E-mail to**:** **mb.procurement-juba@malteser-international.org**.

Please write in the Subject line of your email with tender: **ITT-WAU-2020-0316 for supply and delivery of Toyota Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS to Malteser International Coordination Office in Juba in South Sudan**

Thank you for your cooperation.

Sincerely Yours,

|  |  |  |
| --- | --- | --- |
| Logo Malteser International |   | **South Sudan Coordination Office** Nermin Silajdzic. Country Logistics & Security Manager – South SudanPlot No. 445, Block 3, Kololo - US Embassy Road.Central Equitorial State, Juba.M: +211 (0) 911 746 963 · M: +211 (0) 924 767 949nermin.silajdzic@malteser-international.org · Skype: nsilajdzic[www.malteser-international.org](http://www.malteser-international.org/)Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau,Douglas Graf Saurma-Jeltsch, Verena Hölken |
|   |   | icon facebook icon youtube  |
| Legal advice: This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your systems. |

 please consider the environment before printing this email

# A. SPECIFICATION OF BIIDING

Related to our advertised Invitation to Tender ITB-WAU-2020-0316Malteser International herewith calls for tenders for supply and delivery of Toyota Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS to Malteser International Coordination Office in Juba in South Sudan.

Under the following reference number:

 Donor project numbers: 1357-WAU

# Description of the organization and its activities

Malteser International is a non-governmental organization operating in South Sudan under the South Sudan Catholic Bishop’s Secretariat and 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 Call for Tenders:** In accordance with the overall targets of above-mentioned operations, Malteser International plans to order Toyota Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS to Malteser International Coordination Office in Juba in South Sudan.

The technical specifications and conditions of the tendering process are described below in the Specification of Tendering and in the Annex 2: Bill of Quantity which are part of this Invitation to Tenders.

Suppliers are invited to present tenders complying with the requirements here below specified.

# Tender Presentation

The tender shall be received via E-mail to**:** **mb.procurement-juba@malteser-international.org** on **8 January 2021 at or before 4:00pm**

* The tender shall be written in English
* The tender should be valid for **30 days after the deadline**
* The format BoQ can be used or a separate one depending on supplier’s choice.

# General conditions

* The tender shall be typed or written and signed on each page by the legal representative of the supplier,
* The winning supplier 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 as well as by totals,
* The prices will be considered fixed. No additional change of whatsoever nature and type will be accepted by Malteser International,
* Malteser International reserves the right to accept or reject all tenders depending on prevailing condition at the time.

# Technical specification

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Category | Quantity | Detailed specifications |
| 1 | Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS | 1 | Overview:Model code HZJ79-TJMRSDrive 4x4Transmission ManualSpeed 5Front suspension CoilRear suspension LeafFront brakes DiscRear brakes DrumNumber of doors 2Colour WhiteEngines and Chasses:Engine model 1 HADisplacement 4164Number of cylinders 6Maximum power (kw/rpm) 129/3800Maximum torque (Nm/rpm) 285/2200Electrics (volts) 12Fuel Type DieselFuel tank capacity (Litres) 90 + 90Weights (kg):Kerb weight 2140Gross vehicle weight 3200Payload 1060Dimensions (mm)Length 5195Width 1790Height 1975Wheelbase 3180Ground clearance 235Tyres:Front tyres 7.50R16-8 5.5F – TubedRear tyres 7.50R16-8 5.5F – TubedTyre type RadialInterior features:Air conditioning Meter illumination controlAssist grips x 3 Oil pressure warning lightBrake fluid level warning Parking brake warning lightClock: digital Room LampDoor armrests: front & rearSeat belts: front x 3 (2 x 3 point & 1 x 2 point)Speedometer km/hFloor mats: rubber (FR: D+P)Fuel gaugeFuel level warning lightTrip MeterWater temperature gaugeInterior rear-view mirror (day and night)Safety and security:Air Bag System: D+P (driver and passenger)HornAnti-lock braking system (ABS)Wireless door lock with remoteCentral door locking - D Seat Interlocked |
| 2 | Custom clearance with provided tax exemption letter from Malteser International  | 1 |  |

# Timetable

|  |  |  |
| --- | --- | --- |
| Activities | DATE | TIME\* |
| Deadline for submission of tenders | 8 January 2021 | 04:00 pm |
| Opening of submitted tenders | 13 January 2021 |  |
| Notification of award to the successful contractor | 22 January 2021 | - |
| Signature of service contract | 26 January 2021 | - |

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

# Validity of tenders

Each company is bound to the tender submitted for a period of 30 days from the deadline for submission of tenders.

# Language of tenders

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

# Submission of tenders

# Each tender must have received via E-mail to: mb.procurement-juba@malteser-international.org on 8 January 2021 at or before 4:00pm

# Content of tender

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

**Part 1 - Tender:** A tender for supply and delivery of Toyota Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS to Malteser International Coordination Office in Juba in South Sudan. 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 Financial Statement of last three months,
* Company’s official address,
* Bank account details (where money would be paid),

# Ownership of tenders

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

1. **Opening of submitted tenders**

The tenders will be opened on 13 January 2021in Malteser International Country Coordination Office in Juba, South Sudan, by the Evaluation committee. The selection process will be recorded in writing by the committee.

# 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, and the capacity to deliver, delivery time and meet timeframes as specified. The work will be awarded to the winning tenderer according to the timetable mentioned above.

1. **Specific Technical and Financial Evaluation Criteria to standards:**
* Comparative Tender Analysis and justification basing on responsiveness of the selected supplier by internal committee
* Contract agreement will directly be issued to the selected supplier upon approval
1. **Terms of payment**

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

* Payment terms will be within 10 business days after receipt of goods and invoice, by Electronic bank transfer.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Annex 2: Bill of Quantity**  |  |  |  |  |
| The quantities stated against each item of the Bill of Quantities (BOQ) are the estimated quantities and are therefore provisional. The contractor shall be paid for actual quantities used. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Category | Detailed specifications | Quantity | Unit price in USD duty free | Total in USD duty free |
| 1 | Land Cruiser 79 Single Cabin Pickup Model HZJ79-TJMRS | Overview:Model code HZJ79-TJMRSDrive 4x4Transmission ManualSpeed 5Front suspension CoilRear suspension LeafFront brakes DiscRear brakes DrumNumber of doors 2Colour WhiteEngines and Chasses:Engine model 1 HADisplacement 4164Number of cylinders 6Maximum power (kw/rpm) 129/3800Maximum torque (Nm/rpm) 285/2200Electrics (volts) 12Fuel Type DieselFuel tank capacity (Litres) 90 + 90Weights (kg):Kerb weight 2140Gross vehicle weight 3200Payload 1060Dimensions (mm)Length 5195Width 1790Height 1975Wheelbase 3180Ground clearance 235Tyres:Front tyres 7.50R16-8 5.5F – TubedRear tyres 7.50R16-8 5.5F – TubedTyre type RadialInterior features:Air conditioning Meter illumination controlAssist grips x 3 Oil pressure warning lightBrake fluid level warning Parking brake warning lightClock: digital Room LampDoor armrests: front & rearSeat belts: front x 3 (2 x 3 point & 1 x 2 point)Speedometer km/hFloor mats: rubber (FR: D+P)Fuel gaugeFuel level warning lightTrip MeterWater temperature gaugeInterior rear-view mirror (day and night)Safety and security:Air Bag System: D+P (driver and passenger)HornAnti-lock braking system (ABS)Wireless door lock with remoteCentral door locking - D Seat Interlocked | 1 |  |  |
| 2 | Custom clearance with provided tax exemption letter from Malteser International  |  | 1 |  |  |

On behalf of Malteser International: Date: 4 December 2020

Sincerely,

|  |  |  |
| --- | --- | --- |
| Logo Malteser International |   | **South Sudan Coordination Office** Nermin Silajdzic. Country Logistics & Security Manager – South SudanPlot No. 445, Block 3, Kololo - US Embassy Road.Central Equitorial State, Juba.M: +211 (0) 911 746 963 · M: +211 (0) 924 767 949nermin.silajdzic@malteser-international.org · Skype: nsilajdzic[www.malteser-international.org](http://www.malteser-international.org/)Malteser International Europe/Malteser Hilfsdienst e. V., County Court Cologne, VR 4726Executive Board: Karl Prinz zu Löwenstein, Dr. Elmar Pankau,Douglas Graf Saurma-Jeltsch, Verena Hölken |
|   |   | icon facebook icon youtube  |
| Legal advice: This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your systems. |

 please consider the environment before printing this email