

**REQUEST FOR QUOTE NOTICE**

Deadline for submission of bids **April 20<sup>th</sup>, 2020 before 05:00pm.**

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: April 9<sup>th</sup>, 2020

**Reference number: MBMB 32659 IDP Food transportation (Maban)**

Samaritan's Purse wishes to contract a legally recognized service provider (company) for transportation of food items from WFP warehouse (Maban) to be delivered to host communities as per specifications below;

Item #	Qty	Unit	Item Description	Delivery Lead Time (Days)	Unit Price (USD)	Total Price (USD)	COMMENTS
1	310	MT	Transportation of food items within 2-25km distance from WFP Warehouse				Food delivery to the host community distribution sites.
2	182	MT	Transportation of food items beyond 25km distance from WFP Warehouse				Food delivery to the host community distribution sites.
3	190	MT	Hard to reach locations in terms of security, distance and road network				Food delivery to the host community distribution sites.
4			Grand Total- USD				

**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 or **Samaritan's Purse Maban office** in sealed enveloped clearly marked **"MBMB 32659 IDP Food transportation (Maban)"**

OR By Email to the following address (Tender committee email): [SouthSudanSealedBid@samaritan.org](mailto:SouthSudanSealedBid@samaritan.org) with the email subject **"MBMB 32659 IDP Food transportation (Maban)"**

### 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

### “MBMB 32659 IDP Food transportation (Maban)”

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:**

- Currency of offer -USD
- Net price after deduction of discounts:
- Number of days required for delivery of the materials to host communities.
- Validity of the offer Should be min 6 months
- Detailed specifications (if different from stipulated specifications):
- Limitations.

**NOTE: Delivery DDP Juba (Tax and Duty Paid)**

### Conditions of bidding:

- Bids must be valid for minimum **6 months**
- Payment terms will be within 15-30 business days after receipt of goods and invoice, by Electronic bank transfer/checks.
- A reference list.
- Sign SP tender code of conduct and return it alongside quotations.
- 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.
- Deadline for submission of bids is **April 20<sup>th</sup>, 2020 before 05:00pm**
- 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.
- Ability and capacity to supply the specified quantities above and deliver to host communities.
- 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.

**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 is very important; the service provider should therefore indicate a reasonable time for supply and installation upon receive of 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;
- Payment is upon delivery of the food items to host communities.
- 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.