



TENDER NOTICE- ADVERTISEMENT

Reference Number:	RI-SSD-JUBA-021-0366
Office	Relief International South Sudan
Deadline for Submission	3:00 pm, Thursday- Aug 19 th ,2021
Tender Subject	Office Supplies & Consumables

Invitation:

Relief International, an International Humanitarian Organization based in Juba, invites authentic suppliers to participate in tendering for the above mentioned services. This process is for establishing a framework agreement for 12 months.

Tender instructions:

1. Interested reputable companies can obtain tender documents by sending an email to; ssd.procurements@ri.org with subject line " **RI-SSD-JUBA -021- 0366 - Office Supplies & Consumables** "
2. Last day of requesting for tender documents is **August 11th, 2021 at 1 .00 pm**. Relief International reserves the right not consider tender documents after the mentioned date.
3. Completed documents must be submitted no later than **3:00 pm, Thursday, August 19th 2021** only through secured tender email tender.southsudan@ri.org with subject line " **RI-SSD-JUBA-021-0366 - Supply of Office Supplies & Consumables**"
4. As a measure of combating spread of Covid19, **NO DOCUMENT SHALL BE SUBMITTED AND RECEIVED THROUGH TENDER BOX.**
5. Only companies specialized in Supply of Office Supplies & Consumables shall be considered.
6. Relief International – South Sudan reserves the right to accept or reject any incomplete bid document.
7. Bids received after submission deadline above, will not be accepted.
8. Bidders should deliver all files soft copies and must follow all steps outlined in the invitation tender document.

Bids submitted in any other manner than listed in tender documents will be rejected.
Any kind of Canvassing is prohibited and shall lead to disqualification.

