



Expression of Interest Ref: EOI-03-2025

Supply of mobile phones, printers, IT accessories, consumables, toners and cartridges

The Médecins Sans Frontières (MSF), South Sudan, seeks for qualified and reliable suppliers for provision of mobile phones, printers, IT accessories, consumables, toners and cartridges in Juba.

Companies that are specialized, qualified in supply of mobile phones, printers, IT accessories, consumables, toners and cartridges with their own facilities shops/showrooms and stock on hand in Juba and meet the following criteria are invited to reply to this Expression of Interest:

- Companies must be registered with all relevant local authorities and have all the required valid licenses, tax clearances and work permits in Juba, South Sudan.
- Companies must have a minimum of three years of relevant experience in such type of supply with references for at least three of their most important clients in the supply of mobile phones, printers, IT accessories, consumables, toners and cartridges in South Sudan.
- Companies must have sufficient operational and financial capacity in South Sudan to fulfill MSF operational requirements when needed.
- Companies must have strong communication and administrative capacity (such as efficient communication means, tracking systems, invoicing and records keeping), responsive and have/able to assign active supply focal points in South Sudan.
- Companies must have their own facilities shops/showrooms and stock on hands in Juba, South Sudan.
- Companies must have the ability to deliver products to MSF destination in Juba, South Sudan, safely in good condition and on time.

Following documents should be submitted along with your expression of interest letter to the following email address:

Suppliers.Juba.Intersec@brussels.msf.org

1. Official letter expressing interest.
2. Company's profile
3. Copy of company Operation License in Juba, South Sudan
4. Copy of Tax Registration Certificate in Juba, South Sudan
5. Copy of Tax Clearance Certificate in Juba, South Sudan
6. Copy of Certificate of Incorporation in Juba, South Sudan.
7. Letter from your bank with details of your bank account, swift and solvency in South Sudan.
8. References Check list for at least three of their most important clients specifically in supply of mobile phones, printers, IT accessories, consumables, toners and cartridges in South Sudan, including the contact's name, title, Email address, phone number, **items list supplied, the duration of the contracts, and contract values and proof of supplies done.**

Your reply must be sent no later than 15 April 2025.

Important Note: This EOI is not a tender, and rates are not being requested at this stage. Accordingly, please note that neither this Expression of Interest nor the receipt of company pre-qualification documents bind MSF to issue any tenders or contracts to any such interested parties. Following the assessment of applications, MSF reserves the right to accept or reject your interest to be included in MSF's Supplier's shortlist based on requirements.

Kindly note that MSF does not charge fees from applicants at any stage of the pre-qualification process.

Should you have any questions related to the above expression of interest please address them to:
Suppliers.Juba.Intersec@brussels.msf.org

