



**REQUEST FOR QUOTATION (RFQ)**

RFQ Title:	<b>Provision for charter flight service</b>
RFQ Number	<b>RFQ-JUB-14-11-2024</b>
Request for Quotes Issue Date:	November 14, 2024
Due Date/Time for Questions:	November 18, 2024
Quote Due Date & Time:	<b>November 21, 2024, by 9:00 AM South Sudan time</b>
<i>Quotes submitted after the deadline (time &amp; date) or that do not include all the information requested will not be eligible for further consideration or contract award.</i>	
EDC Point of Contact:	Procurement Manager - For Questions/submissions - : <a href="mailto:YEAProcurement@edc.org">YEAProcurement@edc.org</a>

Education Development Center, Inc. (EDC) is a global nonprofit that advances lasting solutions to improve education, promote health, and expand economic opportunity, with a focus on vulnerable and under-served populations. The United States Agency for International Development (USAID) selected EDC to implement the USAID Youth Empowerment Activity, in South Sudan.

**Scope of Work**

The purpose of this RFQ is to invite you to submit a quotation for charter flight and consolidated cargo from Juba to the field. EDC is seeking an Offeror to provide a quotation for charter flight and the cargo will be picked at EDC office located at AFEX River camp, Juba, South Sudan.

**For Charter flight services.**

Item	Quantity	Description of the Commodity	UoM	Unit Price (US\$)	Total Price (US\$)
1	1	Charter flight 1 tons for transporting of Logistical (2 small generator, 4 file cabinet, assorted learning materials 2 set of solar including 2 batteries of 200Ah) Should include cost of picking cargo at EDC Juba - Duk-Uror – Juba.	Ton		
2	1	Charter flight 1 tons for transporting of Logistical (1 small generator, 2 file cabinet, assorted learning materials 1 set of solar including 1 battery of 200Ah) Should include cost of picking cargo at EDC Juba -Akobo West– Juba.	Ton		
3	326	Consolidated cargo of Logistical items (1 small generator, file cabinet, assorted learning materials 1 set of solar including 1 battery of 200Ah) Should include cost of picking cargo at EDC Juba -Akobo West– Juba. from Juba to Pibor	Kgs		
4	262	Consolidated cargo of Logistical (1 small generator, file cabinet, assorted learning materials 1 set of solar including 1 battery of 200Ah) Should include cost of picking cargo at EDC Juba -Akobo West– Juba. from Juba to Pibor	Kgs		

Quotation must be submitted via email to: Education Development Center, Inc., Attention: Procurement Team, E-mail: [YEAProcurement@edc.org](mailto:YEAProcurement@edc.org) before the quotes due date and time; **November 21, 2024, by 9:00 AM South Sudan time.**

**In order to be considered quotes must be valid for at least 30 days from the date of submission and must include:**

- Complete vendors contact information on company letter head, signed – including vendors physical address and full legal names.
- The price offered for the goods and/or services, including associated costs; the pricing of the cost must be a detailed breakdown including the unit price of each item, the total price, all pricing must be United States Dollars.
- Please provide current contact information for a minimum of three previous customers with whom your company has specific experience in printing books. (see page 3)
- Payment terms including banking details.
- Valid Incorporation certificate
- Valid tax clearance
- Valid operational certificates

**Price/Value**

EDC may award one or more contracts resulting from this request to the offeror(s) whose quotation(s) conforming to this request offer(s) the greatest value. EDC may also; (a) reject any or all quotations, (b) accept other than the lowest quotation, (c) accept more than one quotation, (d) May issue Contracts for some or all the deliverables.

EDC may award a contract without discussions with offerors; as such, offerors are strongly encouraged to submit their best quotations with their original submissions. EDC reserves the right to conduct discussions which may result in revisions to quotations with one or more than one or all offeror(s) if, at its sole discretion EDC determines the discussions to be necessary. Additional documentation may be required prior to selection and discussions may include oral presentations provided by the offeror.

Bidders, who have not received any notification from EDC for one month after the deadline of the RFQ, should consider themselves unsuccessful in the procurement process.

**Please complete the following form and submit with your formal quotation.**

Full Legal Name of Company	
Contact Person’s full name and phone number	Name: Number:
Quotation Pricing Validity in Days	Number of Days:
Authorized Signature:	Date:

**Please complete the following form with references for where your firm has provided similar goods.**

Reference #1:

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Type of Commodities/Services Provided: \_\_\_\_\_

Value of Commodities/Services Provided: \_\_\_\_\_

Month/s and Year During Which Commodities Services were Provided: \_\_\_\_\_

**Reference #2:**

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Type of Commodities/Services Provided: \_\_\_\_\_

Value of Commodities/Services Provided: \_\_\_\_\_

Month/s and Year During Which Commodities/Services were Provided: \_\_\_\_\_

**Reference #3:**

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Type of Commodities Services Provided: \_\_\_\_\_

Value of Commodities/Services Provided: \_\_\_\_\_

Month/s and Year During Which Commodities Services were Provided: \_\_\_\_\_