

Date: August 15, 2023.

Medair South Sudan

Plot No. 147, Block No. 3-K South,
Bilpham Road, Hai Tongping,
Juba, South Sudan

Dear Vendor,

RE: FARFQ-WJ-23-256, Framework Agreement Request For Quotation for Provision of Taxi Services

Medair South Sudan now invites bids from eligible, legal and qualified South Sudan companies for provision of Taxi services for 2 years starting September 2023.

Overview of Request:

The required Taxi service is for pick-ups and drop-offs of staff to and from Juba International Airport and Hotels within Juba and other locations including: Medair Office - Bilpham Road, Munuki, Munui mia 7, Guri, Gudele, Gudele ii, Rockcity, Konyokonyo, Lologo, Gumbo, Sherikat, Check point, SSBL, Suk Zanda, Jopa and other adjacent locations. Please present your most competitive quote per trip as follows:

N°	Items / Description	Number of staff to be picked up or dropped off	Unit Price per trip (USD)
1	Taxi service - Picking up and dropping off of Medair staff to and from the Airport, Medair Office, Munuki, Gudele, Rock City, Kinyokonyo, Lologo, Shirikat, Gudele II, Check point, SSBL, Gurei, Suk Zanda, Jopa and other adjacent Locations.	Picking up and Dropping one staff	
2	Taxi service - Picking up and dropping off of Medair staff to and from the Airport, Medair Office, Munuki, Gudele, Rock City, Kinyokonyo, Lologo, Shirikat, Gudele II, Check point, SSBL, Gurei, Suk Zanda, Jopa and other adjacent Locations.	Picking up and Dropping two or more staff	

Key Dates

FARFQ Issue Date	15th August 2023
FARFQ Closing Date and Time	24th August 2023, 05:00 PM, Juba Time

Medair overview

Medair is a Swiss-based international humanitarian organization dedicated to relieving human suffering in some of the world's most remote and devastated places. We reach people in underserved communities that have been damaged by natural disasters, conflicts and other forms of crisis. In doing so, we help people recover with dignity and develop skills to build a better future. Medair has been working in South Sudan since 1992 and is one of the most active humanitarian relief organisations in the country.

Terms and Conditions

Medair is issuing this Framework Agreement Request For Quotation (FARFQ) to select service provider(s) for Provision of Taxi services as specified above. Successful Bidder(s) will be expected to enter into a Framework Agreement with Medair.

Although the successful bidder(s) will become the service provider(s), this FARFQ will not constitute an exclusive Framework Agreement and, in the event, that the service provider cannot meet the stipulated lead time or specification then another service provider shall be sought by Medair for that particular purchase.

Medair reserves the right to enter into a Framework Agreement with more than one service provider.

This FARFQ has been issued for the sole purpose of obtaining offers for Taxi services against the specification contained within this document. Medair reserves the right not to enter into or award a Framework Agreement as a result of this FARFQ.

The Bidders will not be entitled to claim from Medair any costs or expenses which may be incurred in preparing and / or submitting the tender. This condition applies irrespective of the success of the Quotation. It also applies to any additional cost that may incur as part of this competition should Medair modify or amend the FARFQ requirements or the service design.

Any attempt by the Bidder to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or Medair during the process of examining, clarifying, evaluating and comparing Quotations will lead to the rejection of its offers and may result in the termination of Framework Agreement where applicable.

Medair reserves the right to reject any Quotation or to terminate the Framework Agreement, if it is determined that the Service Provider is engaged in corrupt, fraudulent, collusive or coercive practices.

Medair shall NOT be bound to accept the lowest priced or any Quotation, and reserves the power to accept any part of any Quotation, unless the Bidder expressly stipulates to the contrary at the time of Quotation submission.

If there is any conflict, it is a fundamental term of the FARFQ that the Bidder acknowledges and accepts that the terms and conditions of Medair shall prevail.

In order to participate and accept the conditions of this FARFQ process, please sign and stamp this FARFQ document on each page and submit along with your legal status documents, and a list of organizations that belong to your customers and/or recommendation letters.

Bidders must submit their Quotations by email to: tender-sds@medair.org. The subject heading of the email shall be **FARFQ-WJ-23-256**. Electronic copies are to be submitted in PDF and native (eg MS Word) format and Service Providers may submit multiple emails (suitably annotated – eg Email 1 of 3) if attached files are deemed too large to suit a single email transmission

**Best Regards,
Medair South Sudan Procurement Team.**