



INVITATION TO NATIONAL OPEN TENDER

Tender Ref: **JB-SSD-24-20-07-202-219**

Help - Hilfe zur Selbsthilfe ("Help for self-reliance") is a German Non-Governmental relief organization currently implementing relief and humanitarian projects in more than 15 countries worldwide including South Sudan.

Help - Hilfe zur Selbsthilfe, German South Sudan is implementing **WASH, Food Security and livelihood and Nutrition** Project funded by the Ministry of Foreign Affairs of the German Government, UNICEF and WFP and it is inviting qualified and reputable Internet Service Provider in South Sudan to submit their bids for the following tender lots:

SERVICE DESCRIPTION
Medical Insurance Cover for Staff Members including Dependents (Annual)

The tender will be conducted using **Help** standard bidding documents, open to all qualified and legally operating companies in South Sudan. The complete bidding documents (in English) for the lot/s your company is qualified and interested in supplying can be collected from **Help** procurement by sending an email Only to; procurement-ssd@help-ev.de alternatively download the tender dossier from the **South Sudan NGO Forum** website <http://comms.southsudangoforum.org/c/tenders> under section "tender". You are required to regularly check the **South Sudan NGO Forum** website for any modification to the original documents or tender itself.

COMPULSORY REQUIREMENTS:

Consideration shall only be given strictly to bidders that will demonstrate a proven and satisfactory trackable-record in provision of similar supplies and services to reputable and verifiable clients. Relevant copies of company legal documents including **a valid Tax Clearance Certificates, Operational License, South Sudan Chamber of Commerce License, plus Business Registration certificate** and any other relevant legal registration certificates for the above listed Service Provision required in South Sudan. You may choose to apply for either all three lots or one of the three lots

CLOSING DATE AND TIME: 21st September 2022 at 1:00 PM (South Sudan, Juba local time).

SUBMISSION REQUIREMENTS:

STRICTLY submit your Bid and other compulsory documents annexed to this request in a **SEALED ENVELOPE** clearly marked with the above Bidding Lot and Reference Number. **DO NOT INDICATE OR WRITE YOUR COMPANY DETAILS ON THE ENVELOPE.** Bids bearing company details on the envelope shall instantly be disqualified from the bidding process. All sealed bids to be hand-delivered only in hard-copies. All electronically submitted bids shall be rejected.

Address your bids to the address below:
ATTN: THE PROCUREMENT COMMITTEE,
HELP – Hilfe zur Selbsthilfe – Germany,
NPA Building, Martyr's Street,
Plot 41B – Opposite UNICEF Country Office.
Juba, South Sudan



NOTE: Request for tender documents shall be made through your company emails for any of the listed lots your company is qualified to supply. Send your request to our procurement representative at email: procurement-ssd@help-ev.de