Islamic Relief Worldwide | Faith inspired action

REQUEST FOR TENDER (RFT): Ref. No: PREQ00007648/2026 SUPPLY AND DELIVERY OF WASH NFI TO SUPPORT 1,200 HOUSEHOLDS IN BAZIA PAYAM, WAU COUNTY.

9th November 2026

Delivery Location: BAZIA PAYAM, WAU COUNTY (Incoterm DAP)

NOTE: Bazia Payam is about 150 KM from Wau Town, estimated to be about 3 hrs drive.

Background

Islamic Relief is an independent humanitarian and development UK based organization, with an active presence in over 40 countries across the globe, we strive to make the world a better and fairer place for people still living in poverty. Islamic Relief South Sudan began its humanitarian operation in South Sudan in 2004 focusing on providing life-saving aid and implementing developmental programmes to support people affected by drought and conflict by establishing three sub-offices in Narus (Kapoeta East), Wau, Warrap and its main offices in Juba.

In this regard, IRSS invites qualified and competent bidders to submit quotations for the supply and delivery of WASH NFI to support 1,200 Households in Bazia Payam, as specified in the requirements below.

Item specifications

Item No:	Item description	Unit	Qty	Unit cost (USD)	Amount (USD)	Please indicate against each item whether it is available ex-stock in Juba or subject to importation upon contract award
1	Jerry cans (20liters white colour) branded with IR & donor logos side by side 	Piece	2,400			

2	Laundry soap (600grm white/blue colour) 	Piece	4,800			
3	20L Bucket with lid, tap and handle and branded/screen printed with IR & donor Logos side by side (HDPE material) 	Piece	1,200			
4	Plastic bathing basin (18 ltrs) 	Pieces	1,200			

	Must be branded with IR & Donor logo					
5	Treated permanent Mosquito net (medium size) Must be branded with IR & Donor logo 	Piece	2,400			
6	Water purification tablets (aqua tabs)	Strips	4,800			
7	Transportation cost to Bazia Payam	Lum sum	1			
	TOTAL in USD					

We have carefully checked and examined all bid documents and we are offering the costs above on a fixed basis and they are not subject to any changes or alterations including those due to currency fluctuations.

Total Price USD ($)

In words [_____]

Bidder's Signature Stamp Date

Bidder is required to stamp this document with their legal company stamp no bid will be accepted without a genuine company stamp

EVALUATION CRITERIA

Score criteria supply and delivery of WASH NFI kits		
A	**Mandatory Criteria (Fail will not be considered for next stage)**	Pass/Fail
	Certification of Incorporation	Pass/ Fail
	Tax Clearance Certificate. Must be valid and updated.	Pass/ Fail
	Operation License - Must be valid and updated.	Pass/ Fail
	ID/Passport copy of the director (s).	Pass/ Fail
	Memorandum of Understanding (MOU) Must be valid and updated/ stamped page	Pass/ Fail
	South Sudan membership certificate (Chamber of Commerce) Must be valid and updated.	Pass/ Fail
Pass Mark		
NOTE:	**Bids lacking any of the documents listed as Mandatory will lead to automatic disqualification and shall Not be considered for technical evaluation**	
B	TECHNICAL ANALYSIS	100
1	**Value of Similar Work Experience with INGOs in last 3 years (**Copy of Contract/Completion Certificates)	
	No similar past work experience (Copy of Contract/Completion Certificates)	0
	One (1) similar past work experience (Copy of Contract/Completion Certificates)	10
	Two (2) similar work experience (Copy of Contract/Completion Certificates)	20
	Three (3) similar past work experience (Copy of Contract/Completion Certificates)	30
	Four (4) similar past work experience and above (Copy of Contract/Completion Certificates)	40
2	**Capacity to Supply:** Ability to supply required quantities within required timelines. Evidence of stock availability and supply network.	30
3	**Quality Assurance:** Assessment of the quality, durability, and compliance of NFI items with the required technical specifications through physical verification and evaluation of submitted samples.	30

	Pass mark 70%. **Note:** Bidders who will not score 70% and above in the technical analysis will automatically be disqualified and shall not be considered for financial evaluation	
C	***c). FINANCIAL ANALYSIS***	100
	Stamped & Signed Certified Bank statement of last three months (1st August 2026 to 30th October 2026) with closing balance to sufficiently cover the value of the RFT.	50
2	Within Budget	30
	Not within Budget	0
3	Evidence of Certified letter of credit facilities from the reputable bank, indicating maximum credit allowed.	20
	Pass mark 70%.	
	N/B: Bids who will not score 70% and above in the financial analysis will automatically be disqualified and shall not be considered for further evaluation	

Supplier Code of Conduct

1 Islamic Relief's Supplier Code of Conduct

2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights;

and

Principle 2: Make sure that they are not complicit in human rights abuses.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour;

and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility;

and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

All bids must be submitted **before** **Monday 16th November 2026 at 10:00 AM CAT**
Interested bidders are required to strictly follow the specified criteria and submit all documents online to the following email address: **Tendering.IRSS@islamic-relief.com.ss** with the subject of the email as;

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For any issues relating to the tender or its contents please email directly to; Procurement.IRSS@islamic-relief.com.ss

Late submissions or failure to adhere to the submission requirements will result in disqualification.

Instructions to Interested Bidders

- No hardcopy submissions will be accepted.
- All tenders should be submitted via email to the above-mentioned email & subject of email.
- The size of the email should not exceed 25MB
- Interested suppliers should send the documents in PDF format that is not password protected.
- Any links sent or password protected documents will not be considered.
- Suppliers are encouraged to send documents as one batch in one email.