



Islamic Relief Worldwide

South Sudan

Date: 14/06/2019

TERMS OF REFERENCE FOR SUPPLY OF WASH NFIs

Project: SIEP II

Background

Islamic Relief South Sudan is an international humanitarian organization that has been working with vulnerable communities in South Sudan since 2004, towards Emergency relief and recovery interventions. IR through SIEP project is responding to priority needs of the conflict affected population in Yei and Lainya counties of Central equatorial state through provision of water, sanitation and hygiene services, emergency food distribution and strengthening food security and livelihood of the people affected by the conflict through provision of seeds and farm implements, IRSS is therefore sourcing for a company to supply the below items.

The bid shall be submitted in securely sealed envelope, clearly marked with the name **IRSS/ SIDA II/WASH NFIs/06/2019**

Terms of reference:

- All items shall be genuine of good quality and standard.
- Samples of items shall be provided for verification.
- Delivery point is Yei and Lainya.
- Plastic jerry cans, plastic buckets and washing basins shall be branded on both sides with logos provided.

List of items required:

S/no	Item description	Quantity	Unit	Remark
01	Plastic jerry cans with lids -20 liters	1,000	pieces	
02	Plastic bucket with lids/cover – 20 liters	1,000	Pieces	
03	Plastic basins – 15 liters	1,000	pieces	
04	Washing soap – 800 grams(25 bars/carton)	250	cartons	
05	Tents (camping tents Dome shape) – as per attached details	04	pieces	
06	Camping mattress (60cm wide x 180cm length x 2 inches thickness, foldable and easy to carry.	08	Pieces	
07	All plastic jerry cans shall be branded with IRW logo on one side and SIDA logo on the other side ,17cm x 17cm each	2,000	pieces	

08	All plastic buckets shall be branded with IRW logo on one side and SIDA logo on the other side ,17cm x 17cm each	2,000	pieces	
09	All plastic washing basins shall be branded with IRW logo on one side and SIDA logo on the other side ,15cm x 15cm each	2,000	pieces	
10.	Transport to Yei and Lainya	1	Trip	

REQUIREMENTS NEEDED FOR BIDDING

The Supplier is required to provide the following:

- i. Proven capacity and experience of general supplies for similar sectors in South Sudan.
- ii. Recent bank statement of proven financial capacity
- iii. Certificate of business registration from the government.
- iv. Second party will be responsible for any damage incurred during this process.
- v. Appropriate timelines to perform the assignment
- vi. Financial proposal indicating the cost rates and other charges applicable.
- vii. Availability to perform the assignment at the earliest possible time.
- viii. The above descriptions shall be strictly taken.

Mandatory Documents

The consultant/contractor shall submit the proposal with the following documents:-

- i. Company's profile
- ii. Company's technical capacity
- iii. Certificate of incorporation
- iv. PIN
- v. Recommendation from partners
- vi. Tax Clearance
- vii. Trade license
- viii. Bank statement

Language of the Bid

The bid, all correspondence & documents relating to the bid shall be in English language.

Cost of Bidding

The bidder/s shall bear all costs associated with preparation and submission of its bid. IRSS will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

Amendment of Bidding Document

At any time prior to the deadline for submission of bids IRSS may for any reason whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents & will be binding on them. The amendment will be notified in writing or by email or letter to all prospective bidders, who have received the bidding documents & will be binding on them. In order to allow prospective bidders responsive time in which to take the amendment into account in preparing their bids, IRSS may, at the discretion, extend the deadline for the submission of the bids.

Bid Currencies

The bids prices shall be quoted in US Dollar (USD).

Bids Prices

- Prices quoted by the bidder shall be fixed for a period of four months i.e. during evaluation, award and implementation.

Award Criteria

The contract shall be awarded to the most economically advantageous bidder that meets quality, specification, delivery, price and good terms of payment.

IRSS is not bound to accept the highest, lowest or any other tender or bid, and is not bound to give any reasons thereof.

IRSS's right to vary quantities at the time of the award

IRSS reserves the right at the time of award of contract to increase or decrease by up to 10% the quantity of work specified in the technical specification.

IRSS's right to accept any bid and reject any or all bids

IRSS reserves the right to accept any bid and to annul the bidding processes and reject all bids at any time prior to award of contract, without, thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds of its action.

Tender Schedule	
Task	Date
Advertising of Tender	14 th June 2019
Closing of Tender	21 st June 2019
Opening of Tender	24 th June 2019
Evaluation	24 th June 2019
Award	24 th June 2019

