



Reference

Call for Quotation for the supply of seeds and agricultural tools

This call shall run from 17th April, 2024 through 9th May 2024

All Local and International Tenders are encouraged to apply (Open Local Tender Bid)

1. Background of Organization

Established in 2012, Africa Development Aid (ADA) is an expanding National, Non-Governmental Organization (NNGO), Humanitarian and Development Organization operating in Upper Nile, Jonglei, Unity, Eastern & Central Equatoria States and GPAA. At ADA, we support vulnerable communities to realize their full potentials. We focus and emphasize on building resilience by creating an environment in which local populations can thrive and become self-reliant. We work to prevent and overcome situations that adversely affect community well-being by reinvigorating the economy, developing skills for life and work, providing humanitarian aid, and influencing policies. Our belief is that economic, social and environmental security are the bedrocks of a healthy community; therefore, our programming is aimed at empowering the communities to make the good use of the humanitarian and development assistance ADA provides.

For the past ten (10) years ADA has strengthened rural livelihoods through Food Security & Livelihoods, Environmental Awareness, Emergency Shelter & Non-Food Items (ES/NFIs), WASH, Peacebuilding & Women Empowerment by transforming harmful cultural practices, Child Protection and Education amongst others.

It's against this background and in the pursuit of our programming that we are calling for quotations from reputable bidders to supply livelihood kits to support our project implementation in Unity State.

Details for the call for quotations are outlined in the following sections for your reference.

2. ADA's service commitment and creed

ADA serves all persons without any discrimination at all but taps the richness from the diversity in knowledge, skills and cultures from the various races, faiths, gender identities, professions and nationalities.

3. Legal Status

ADA is duly registered in South Sudan by the Registrar of NGOs, in the ministry of Humanitarian Affairs and Relief and Rehabilitation Commission as a National Non-Government Organization or charity.

ADA's Vision: ADA aspires to be exemplary and viable to support: food secure-literate-healthy community in safe environments.



ADA's Mission: ADA supports: integrated development among the need to fight conflict, disaster, poverty, ignorance, hunger, ill-health and environmental degradation.

Africa Development Aid is a national NGO with headquarters in Juba, South Sudan, working with refugees, IDPs, host communities and other marginalized and vulnerable people.

Based on a financial support from the Dutch Relief Alliance (DRA), ADA is implementing a Food Security and Livelihoods Project in partnership with Tearfund (UK) in Mayendit County, Unity State, South Sudan in 2024. It's against this background and in the pursuit of our programming that we are calling for quotations from reputable bidders to supply Food Security and Livelihoods (FSL) items for project implementation in Mayendit County, Unity State as indicated below:

Vegetable Seeds & Agriculture Tools for FSL Project

CATEGORY DESCRIPTION	INPUTS SPECIFICATION	UNIT	PACKAGE	QUANTITY
Vegetable seeds	Tomatoes	(50Grams)	Sackets	900
	Onions	(50Grams)	Sackets	900
	Okra	(50Grams)	Sackets	900
	Kudra	(50Grams)	Sackets	900
	Eggplants	(50 Grams)	Sackets	900
Cultivation Seeds	Maize	2kg	Package	900
	Sorghum	2kg	Package	900
	Beans	2kg	Package	900
	Groundnuts	2Kg	Package	900
Agricultural Tools	Maloda	Pieces	Box	300
Others (Printing token)	Registration Tokens	Pieces	Package	900

4. Expiry and quality control dates of requested seeds:

The items quoted for above especially the **vegetable/crop seeds** to be supplied by the successful bidder **MUST** have an expiry date of at least one year and starting from 1st date of manufacturing and beyond 2024. The bidder shall indicate any relevant quality controls including but not limited to country of production of the items, packaging and proof of sorting, certification and/or permitted treatment. And a need to run a germination test.

5. Delivery instruction:

ADA Main Office Juba/Thongpiny

Packaging must be 100% High Quality and expiry date must be shown clearly on item package/bag



6. Legality/Documents required

- ❖ All the legal documents must be attached to verify the capacity and must be valid registered and those required are, Certificate of incorporation.
- ❖ Trading licence
- ❖ Operations License
- ❖ Export/Import License
- ❖ Tax Identification Certificate (TIN).
- ❖ Tax clearance certificate.
- ❖ Memorandum & Articles of Association.
- ❖ Financial statements and audited accounts for the past 2 years.
- ❖ Company profile.
- ❖ Certificate of completion/reference information of previous undertakings of similar contracts.
- ❖ Details for key staff members.
- ❖ Tax Exemption Certificate (if applicable).

7. Price and currency policy:

The prices shall be free of VAT and other public charges. Which you may thought of, the prices shall be quoted in United State Dollars (USD). The quoted price shall be valid for 30 days from date of closure of submission of quotes.

8. **Submission:** Quotation shall only be submitted in hard copy to the following address: ADA Office (Above), UNMISS Road Opposite Old MEDAIR Country office in Thongpiny and shall be dropped into a tender box by the company representative on the working days.

9. Registration for submission:

Please make sure, you register your hand delivered quotation with the procurement department and drop it in the Tender box yourself.

10. Request for clarifications:

Any request for clarification must be made in writing through johnnyiek.ada@gmail.com with a copy to davidditdut@gmail.com The enquires must be sent within **48 hours** before the tender closing date.

11. Evaluation of quotes and award of supply contract:

The quotes will be evaluated and the supply contract must be awarded based on South Sudan legal Register Documents and price, delivery terms, brand, quality assurances and any other factor which the procurement committee shall deem necessary.

12. Notification of the results:

Only the successful bidder will be notified, and if you do not receive an order in writing from ADA within two weeks after the expiry of the dateline, consider your bid unsuccessful.

13. Language of the bid:

The language to be used when applying shall be English Only.

14. Terms of payment procedures:

Payment shall be made within a maximum of **30** working days after the completion of delivery of the materials subject to appropriate deduction for incomplete deliveries upon the presentation of commercial invoice. Payment will be made by **Bank transfer** to the supplier's **Bank Account** only.

The dateline for the submission of the quotes will be strictly on Thursday 9th May 2024 at 4:00 PM

Disclaimer:

In this call for quotations, only Africa Development Aid (ADA) may cancel the process without prior notice and shall accept no liability whatsoever, arising out of such action. ADA is under no obligation whatsoever to award to the supply contract to the lowest or any bidder, the decision of the procurement committee shall be final.

