

## Tender Advertisement

### Tender Reference: CWW/SUD/259/335/2024/06/Hygiene Kit

Concern Worldwide is a non-governmental, international, humanitarian organisation dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries. Our mission is to improve the living standards of people who cannot meet their basic needs by strengthening capacity to meet those needs and responding to emergencies where necessary.

With the financial assistance from Sudan Humanitarian Fund (SHF), Concern Worldwide, intends to award eligible and competent suppliers who can able to **SUPPLY, KIT and DELIVER** the following Hygiene kits to

#### 1300 Kits to El Fula in West Kordofans state

S/No	Description of Items	Specification	Unit	Total Quantity per Kit	Location
1	Jerry Can	White Plastic Jerry Can (Water container- 25 Liters, screw cap (lid).	Pcs	1	West Kordofan_Efula
2	Drinking Cup	Drinking Cup/Mugs (Stainless Steel, Length 33 - 35cm, minimum weight, and lipped blunt edge)	Pcs	4	
3	Bar of soap	Bar of soap 250 gm, non-perfumed, packaged in bag or box.	Pcs	3	
4	Comb	Comb, (plastic made, medium size )	Pcs	1	
5	Nail clippers/Cutter	Nail clippers/Cutter - Stainless Steel (Big Size)	Pcs	1	
6	Plastic bag	Plastic bag ( 25kg manila bag with SHF & CWW logos )	Pcs	1	

#### 1000 Kits to Efula in West Kordofan

S/No	Description of Items	Specification	Unit	Total Quantity per Kit	Location
1	Jerry can	White Plastic Jerry Can (Water container- 25 Liters, screw cap (lid).	Pcs	1	West Kordofan_Efula
2	Drinking cup	Drinking Cup/Mugs (Stainless Steel, Length 33 - 35cm, minimum weight, and lipped blunt edge)	Pcs	6	
3	Bar of soap	Bar of soap 250 gm, non-perfumed, packaged in bag or box.	Pcs	3	
4	Comb	Comb, (plastic made, medium size )	Pcs	1	
5	Nail clippers/Cutter	Nail clippers/Cutter - Stainless Steel (Big Size)	Pcs	1	
6	Plastic bag	Plastic bag ( 25kg manila bag with SHF & CWW logos )	Pcs	1	

#### GENERAL INFORMATION

1. A complete set of bid documents can be obtained from the following addresses during working hours from Sunday to Thursday starting from **10<sup>th</sup>, July 2024.**

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No	Office	Address	Point of Contact	Hours Available for Collection (Khartoum time)
1	Concern Port Sudan	Port Sudan	Binyam Leykun	From 8:00am – 12:30pm and 1:00pm – 3:30pm
2	Concern El Fula	West Kordofan	DaafAllah Alshareef	From 8:00am – 12:30pm and 1:00pm – 3:30pm

**Note:** An electronic copy may also be shared by submitting a request by email with the Tender Reference Number “**CWW/SUD/259/335/2024/06/Hygiene Kit**” in the Subject line to [Tender.Sudan@concern.net](mailto:Tender.Sudan@concern.net)

2. Bidders should be aware of and **MUST** present the following documents along with the bid documents:

No	Documents	Mandatory/Desirable
1	Certificate of Registration/Trading License	Mandatory
2	Tax Clearance Certificate/ZAKAT (2020 or later)	Mandatory
3	TIN	Mandatory
4	Tenderers' Relevant Experience (Annex 3)	Mandatory
5	Tenderers' Declaration – Signed, Stamped and Dated (Annex 4)	Mandatory
6	Financial Offer – Signed Stamped and Dated (Annex 5)	Mandatory
7	Proof of Experience (Previous Contracts /Certificate of Completion for previous supply of similar hygienic Items in same areas/ Proofs of delivery of items in stocks in the area).	Mandatory
8	Full Sample of a Kit as quoted and provided by the Supplier meeting minimum standards as per Annex 6. Please note that samples provided which do not meet the minimum specifications as per the attached tender dossier, will not qualify to the final tender evaluation process	Mandatory
9	Bank Account Details	Mandatory
10	Concern Approved Supplier Application Form	Desirable

- Bid documents must be submitted in sealed envelope, marked “**not to be opened before 25<sup>th</sup> July 2024, 10:00pm (Khartoum Time)**” and should bear the tender reference “**CWW/SUD/259/335/2024/06/Hygiene Kit**” on the outside of the envelope for identification purposes.
- Envelopes and Sample kits must be sealed and marked “**CWW/SUD/259/335/2024/06/Hygiene Kit**” only.
- Envelopes and samples can be submitted into **Port Sudan and Elfula** Concern worldwide offices only.
- The deadline for submission of bid documents is **24<sup>th</sup> July 2024 @ 3:30pm (Khartoum time)**.
- The bid documents will be opened in Port Sudan and Elfula Concern Worldwide offices on **25<sup>th</sup>, July 2024, at 10:00am**, which will be facilitated by area coordinators and focal points from Elfula and the committee member, in Port Sudan. The Opening Session will take place virtually on MS teams and in person at Port Sudan and Elfula with the presence of bidders or legal representatives. An MS Teams Link will be provided for those bidders who wish to attend online.
- Failure to comply any of the condition from (2 & 6) above shall result in automatic rejection, also Concern is not bound to accept late, unsealed or incomplete bids
- Interested eligible bidders may obtain further information from Port Sudan and Elfula Offices in any of the working hours before the closing date.
- Bidders are advised to read the tender dossier carefully
- Concern retains the right to accept or reject any offer/proposal prior to the award of contract and to annul the bidding process and reject all offers at any time.)

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