

Request for Quotation

FROM	NORWEGIAN REFUGEE COUNCIL
Address	White Nile State, Kosti, Area Office
City	Kosti
Country	Sudan
Phone #	+249 100997095
Email	sd.procurement@nrc.no

Kindly fill this information	
Supplier name	
Address	
City	
Country	
Phone #	
Email	

The office of the Norwegian Refugee Council invites your company to submit a price quotation for the following service in accordance with the requirements detailed below. You may use your company format or fill up the table below. Please carefully read the instructions on page 2.

Request for Quotation Requirements			
RFQ #:	PF-KSI-AO-324	Currency	SDG
RFQ Issuing Date:	JUL 2, 2024	Bid Validity Period (days):	Preferably 30 days
RFQ Closing Date:	JUL 8, 2024	Required Delivery Date:	Within 5days
RFQ Closing Time:	04:00 PM (GMT +2)	Required Delivery Destination:	White Nile State, Kosti, Alandalus Area, NRC
Questions to the RFQ	sd.procurement@nrc.no	Required Delivery Terms:	GRN

Item #	Description/ Specifications	Unit	Quantity Required	Unit Price	Total Price
1	Regenerative materials (Banana Tree Seedlings)	Piece	60		
2	corn seeds	Kilogram	1		
3	Green Onions	Kilogram	1		
4	Guava Tree Seedlings	Piece	15		
5	Jeer jeer (arugula)	Kilogram	1		
6	Jews Mallow/Khudra/Molokhia	Units	1		
7	Lemon Tree Seedlings	Piece	15		
8	Mango Tree Seedlings	Piece	15		
9	Moringa Tree Seedlings	Piece	15		
10	Okra	Kilogram	1		
11	Onions (seeds)	Kilogram	1		
12	Pomegranate Tree Seedlings	Piece	15		
13	Pumpkin seeds (multiple types)	Kilogram	1		
14	Purslane (Local name - Rigla)	Kilogram	1		
15	Radish - (Local name - Figil)	Kilogram	1		
16	sesame seeds	Kilogram	1		
17	sweet potato plant	Kilogram	1		
18	Tamarind Tree Seedlings	Piece	15		
19	Tomatoes	Kilogram	1		
20	Watermelon	Kilogram	1		

21	Shove	Piece	12		
22	Plastic gloves	Pair	15		
23	Metal Rake	Piece	6		
24	Metal Spade with metal handheld	Piece	12		
25	Metal wheelbarrow	Piece	6		
26	Empty sugar sakes - 50 KG	Piece	60		
27	Wooden poles - small size of 4m length	Piece	3		
28	Wood saw	Piece	6		
29	Hammer	Piece	3		
30	2" Wood nails	Packet	3		
31	Iron two-sided pickaxe	Piece	6		
32	bamboo wood (Bundle have 10)	Batch	9		
33	Onion bags - 50 KG	Piece	60		
34	Hemp rope (Bundle contains 100 meter	Lumpsum	3		
35	charcoal crumbs	Kilogram	500		
36	4" PVC pipe	Piece	50		
GRAND TOTAL (Including Transportation cost and VAT)					
Currency (SDG)					

Important notice:

- Bidders must provide sample of each items any bidder will not submit sample will be ineligible for further assessment.
- Sample must be delivered to NRC Kosti Office, Alandalus Area, Alandalus St, Northern of WFP. (or at any NRC Offices in Gedaref /Port Sudan)

What is the currency of the quote? DO NOT PROVIDE QUOTES IN BOTH SDG AND USD CURRENCIES.	
Delivery Lead Time (in days, from receipt of NRC Purchase Order)	
Bid Validity Period (in days from receipt of NRC Purchase Order):	
Please confirm the following payment terms: 100% After Delivery (No Advance payment can be issued)	
Please confirm submitting sample for bids quoted in this RFQ	

Name	
Position	
Date Signature Stamp	

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RFQ Terms & Conditions

Manner of Submission:

- By hand in a sealed envelope to NRC Kosti Area Office located in **White Nile State, Kosti, Alandalus Area, Alandalus Street, North of WFP.**
- By email to the dedicated and secured email address: sd.procurement@nrc.no (**offers received on other email addresses will not be considered**) with subject: **PF-KSI-AO-324**
- Before the Closing date & Time mentioned above. Companies who do not submit their quotation by this deadline will not be considered.

Requirements:

- All Bids must include all customs and taxes payable in the country of delivery unless the RFQ specifically requests differently
- Bids must be submitted in the currency indicated in the RFQ. Bids in other currency might not be accepted
- Bids must be valid for the validity period indicated in the RFQ. Bids not meeting this validity period might be disqualified
- All enquires and questions should be addressed to the email given in the RFQ details section. All questions and answers will be shared with all invited suppliers.
- NRC reserves the right to accept or reject the whole or part of your quotation based on the information provided. Incomplete quotations which do not comply with our conditions will not be considered.

Assessment Criteria:

- All bids received and accepted will be evaluated based on the following:
- Step 1: Administrative compliance check: Each bid will be checked to ensure compliance with all the RFQ requirements
- Step 2: Technical Evaluation: All bids will be technically evaluated based on “best value for money”
- Step 3: Financial Evaluation: Price in comparison to NRC established expectation and in comparison, to other bidders of comparable technical quality

Mandatory documents:

Requested document	Check (Y/N)
Company registration Certificate	
Tax registration certificate	
NRC RFQ TO BE SIGNED AND STAMPED IN EACH PAGE	
Relevant experience certificate (if available)	
Sample for the requested items to be delivered jointly with the RFQ to NRC CAO - Kosti is must	

Payment terms:

- Payment will be made within **30 days** of receipt of goods, by bank transfer/cheque only.

<p>NRC is obliged to ensure that its procurement decisions are clearly justified and documented and keeping within the Donors mandatory principles. In that regard, full and on-the-spot access must be granted to representatives of NRC, the Donor or any organisation or person mandated by it, to premises belonging to NRC or its contractors. The right to access shall include all documents and information necessary to assess or audit the implementation of the contract.</p> <p>NRC also expects suppliers who process personal data to comply with the General Data Protection Regulation (EU GDPR) and any relevant national legislation. Suppliers processing personal data on an NRC contract will be required to sign a data processing / sharing agreement as part of the contract. Refusal to sign such an agreement constitutes refusal of the contract terms and forfeiture of the contract on the part of the supplier.</p> <p>If the activities of the contract take place in areas with Explosive Hazards, NRC accepts no liability for injury and/or death to contractor's staff or damage to contractor's property.</p>	<p>Anti-money laundering, anti-bribery, anti-corruption and anti-terrorism legislation and donor regulations require NRC to screen contractors against various international lists to ensure due diligence. Submission of the quotation constitutes acceptance of these screening practices.</p> <p>NRC aims to purchase products and services with minimum environmental impact. Environmental considerations form part of the NRC selection criteria, and NRC reserves the right to reject quotations provided by suppliers not meeting these standards.</p> <p>All suppliers doing business with NRC should maintain high standards on ethical and environmental issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. <u>Suppliers will be required to sign and submit an Ethical Standards Declaration, together with their bid.</u></p> <p>NRC reserves the right to reject quotations provided by suppliers not meeting these standards.</p>
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