

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 Elfula 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 **10th, July 2024.**

| 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

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 |

3. Bid documents must be submitted in sealed envelope, marked “**not to be opened before 25th 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.
4. Envelopes and Sample kits must be sealed and marked “**CWW/SUD/259/335/2024/06/Hygiene Kit**” only.
5. Envelopes and samples can be submitted into **Port Sudan and Elfula** Concern worldwide offices only.
6. The deadline for submission of bid documents is **24th July 2024 @ 3:30pm (Khartoum time)**.
7. The bid documents will be opened in Port Sudan and Elfula Concern Worldwide offices on **25th, 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.
8. 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
9. Interested eligible bidders may obtain further information from Port Sudan and Elfula Offices in any of the working hours before the closing date.
10. Bidders are advised to read the tender dossier carefully
11. 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.)