

Supply of Food Items for Hot Meals to Support Communal Kitchen for 6000 IDPs

To: All interested Bidders	Phone number: N/A
From: ZOA Sudan	Email: Published
Date: 17-Jul-24	No. of pages including this page: 10

REFERENCE: 2403

Subject: (RFQ for Supply of Food Items for Hot Meals to Support Communal Kitchen for 6000 IDPs)

Manner of Submission:

Bids to be submitted per e-mail to: (abubakr.gadallah@zoa.ngo/ abubaker.abdelgader@zoa.ngo)

or delivered in a sealed envelope to the following address: ZOA Office, Gedareef- Almufgraat
(المفرقات بالقرب من جامع التهامي ومنظمة الإغاثة الإسلامية)

Closing deadline: 21 July, 2024, 12:00 PM Noon

Important: Offers transmitted after the deadline or in any other manner than those indicated above will not be considered.

Requirements:

ZOA invites your company to make a firm offer for the following:

#	Item	Unit/description	Quantity	Unit cost	Total cost
1	Cooking rice -yellow or brown (ارز كبسة حبه طويله)	20 kg sack	120		
2	Rice – white (ارز لين)	20 kg sack	120		
3	Peans (long piece) (فول السليم)	100 Sack	12		
4	Peans for “falafel” (كبيبي)	50 kg	12		
5	Sun flower oil (زيت زهرة الشمس)	18L	60		
6	Tomato paste (صلصة)	Can (big size)	360		
7	Charcoal (فحم)	1 sack	60		
8	Egg (بيض)	Tray	600		
9	Spices (بهارات -توم، كسيرة، شمار، صنف 5 فلفل، شطة)	Kg	60		
10	Milk (لبن بودرة)	Kg	300		
11	Packing powder (باكنج باوذر)	Packet (6 boxes/bottle)	48		
12	Vanilla (فانيليا)	Packet (6 boxes/bottle)	84		
13	Sugar (سكر)	50 Kg	60		
14	Onion (بصل)	85 Kg	8.4		

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15	Tahnya (sweet sesame) طحنية	Kg	600		
16	Jam مربى	1200 mg	840		
17	Packaging tray طبق قصدير حراري	Piece	180000		
18	Coconut جوز هند	Kg	120		
19	Raisins (زبيب)	Kg	120		
20	Salt ملح	Packet (12 sachet)	60		
Total (VAT excluded)					
17% VAT (if applicable)					
Grand Total					
Delivery Time:					

Delivery place: ZOA Office, House No.24, Block 15, Hai Alsalamabi, Gedaref, Sudan

Your offer should clearly indicate:

1. Ex-works unit price
2. Transport cost up to delivery place: by air, sea, land (as applicable)
3. Time of delivery: Delivery should be made not more than 3 days after receiving the confirmed order
4. Maximum capacity of units delivered
5. Total unit price
6. Prices should be net after deduction of discounts
7. Total gross/ net weight
8. Total cubic dimensions
9. Confirmed delivery schedule
10. Validity of the offer: Validity of the offer should not be less than 7 working days
11. Defects liability and guarantee period
12. Detailed specifications (if different from stipulated specifications)
13. Place of manufacture and country of origin (relevant for US govt funded projects)
14. Brand of manufacture
15. Expected payment schedule and/or payment details (bank account information) of supplier: payment will be made during 5 working days after delivery and submission of final invoice and reception note.
16. Name of key staff involved in providing the service
17. Previous experience in delivering this service/goods/works (date, size of order, to whom)
18. Signed ZOA Supplier Code of Conduct
19. Example of the products (for quality comparison) – ZOA may request for a site check for stock availability and sample of the offered products.

Information to bidders:

1. This is an obligation free quotation. ZOA 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.
2. Currency of offer should be in **SDG**.
3. Payment will be made in **SDG** based on your offered currency.
4. Payment details will be in the contract.
5. ZOA will not be responsible for any bank service charges.
6. Inspection (at buyer's expense) may be applicable and will be advised at time of purchase order and arranged by ZOA.
7. ZOA does not undertake to pay by letter of credit or in advance of delivery.
- 8. Goods supplied for (ZOA) should include VAT, final invoice is required**
9. Hand-written, incomplete offers or offers which do not comply with any of our tender conditions will not be considered.
10. There will be liquidated damages equivalent to a deduction of 0.1% per day or part thereof for late deliveries due to default on the part of the suppliers.
11. Environmental policy: (ZOA)'s policy is to purchase products and services, which have the least negative impact on the environment. Environmental considerations covering manufacture, transport, packing, use and disposal of goods form part of (ZOA) evaluation and selection criteria.
12. All vendors doing business with ZOA should maintain high standards on ethical issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. Please submit a signed version of the ZOA Supplier Code of Conduct with your offer. ZOA reserves the right to reject quotations provided by vendors not meeting these standards.
13. Vendors doing business with ZOA will be screened on anti-corruption due diligence before ZOA confirms an order or contract. By submitting this offer, the supplier agrees that his data may be used for such a screening and that the supplier will be registered in the ZOA ERP software.

Please acknowledge receipt of this enquiry and indicate your interest to bid.

Thank you and regards,

Name: Abubakr Gadallah

Position: Procurement Officer