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World Vision Sudan
Terms of Reference for
**Fuel Supply for Generators and Vehicles Long Term Agreement in Red
Sea State (1st November 2025 – 30th October 2026)**

1. Background

World Vision a child-focused organization, our goal is to see children reach their full potential. We don't just want children to survive, we want them to thrive! We began working in Sudan in 1983, our programmes were initially operational until 1988. In June 2004, we resumed operations, in response to the Darfur Crisis.

World Vision Sudan provides both lifesaving and long-term support, complementing the efforts of government and other humanitarian partners. In Sudan, we implement programmes in a range of sectors including health and nutrition, Water, Sanitation, and Hygiene (WASH), food security and livelihoods, child protection and safeguarding. We remain committed to our vision of life in all its fullness for all children. By 2025, World Vision Sudan will contribute to the well-being of 2.1 million most vulnerable boys and girls in Sudan.

2. Objectives

- Ensure timely and cost-effective fuel supply for WV generators and vehicles.
- Maintain quality fuel standards to protect engine performance.
- Ensure compliance with safety, environmental, and WV procurement policies.

3. Scope of Work

The supplier shall:

A. Fuel Supply for Generators

- Provide **diesel/fuel type** for standby/operational generators at WV Premises
- Ensure on-demand delivery (emergency refueling when needed).
- Maintain proper fuel quality and quantity records.

B. Fuel Supply for Vehicles



- Supply **petrol/diesel** for WV's fleet (cars, trucks etc.).
- Offer fuel vouchers, cards, or direct delivery as per WV's preference.
- Provide monthly consumption reports.

C. Additional Services (if applicable)

- Fuel testing and quality assurance.
- Emergency fuel supply during crises.
- Storage tank maintenance (if WV uses bulk storage).

4. Deliverables

- **Regular fuel supply** as per agreed schedule.
- **Invoices and delivery notes** with clear breakdowns.
- **Monthly fuel consumption reports**.
- **Compliance certificates** (fuel quality, safety standards).

5. Duration & Contract Terms

- Initial contract period: **1 years** and renewable based on performance
- Payment terms: **Net 30 days after invoice submission**

6. Eligibility & Selection Criteria

The supplier must:

- Be a **licensed fuel distributor** with a proven track record.
- Comply with **local regulations** and **WV's supplier code of conduct**
- Provide **competitive pricing** (benchmarked against market rates).
- Have **reliable logistics** for timely deliveries.

7. Reporting & Accountability

- The supplier will report to **-World Vision Sudan Administration**
- Any fuel shortages, delays, or quality issues must be reported immediately.

8. Evaluation & Performance Monitoring

- WV will conduct **quarterly performance reviews**.



- Key Performance Indicators:
 - On-time delivery (95%).
 - Fuel quality compliance (no adulteration).
 - Responsiveness to emergencies.

9. Submission Requirements

Interested suppliers should submit:

- Company profile and registration documents.
- Past experience in fuel supply (especially for NGOs).
- Price quotation per liter/gallon (including delivery charges).
- Safety and environmental compliance certificates.

10. Pricing

Description	Use of Fuel	Price/Lit in USD
Diesel Fuel	Generator and Vehicles	
Gasoline	Vehicles	
Cooking gas	Cooking	

11. Fuel stations to be covered from Port-Sudan to the following cities;

- 1- Khartoum
- 2- Atbara
- 3- Kosti
- 4- Damazine

From	Through (Stations)	To
Port Sudan	1. Swakin	Khartoum
	2. Sinkat	
	3. Hayya	
	4. Atbara	
	5. Aldamar	



	6. Shendi	
	7. Omdurman	
	8. Khartoum	
Port Sudan	1. Swakin	Atbara, River Nile
	2. Sinkat	
	3. Hayya	
	4. Atbara	
Port Sudan	1. Swakin	Kosti, White Nile
	2. Sinkat	
	3. Hayya	
	4. Kassala	
	5. Gadaref	
	6. Madani \ Dinder	
	7. Sennar	
	8. Jabel Moya	
	9. Rabak	
	10. Kosti	
Port Sudan	1. Swakin	Damazine, Blue Nile
	2. Sinkat	
	3. Hayya	
	4. Kassala	
	5. Gadaref	
	6. Madani \ Dinder	
	7. Sennar	
	8. Sinjah	
	9. Damazine	

12. Terms and Conditions

1. **Currency of Quote:** USD (United State Dollar)
2. **Quote:** Fill in Letterhead Quotation, signed and stamped then attach online in ProVision
3. **Offer Validity:** 1 Year as of **1st November 2025 – 30th October 2026**
4. **Stock Availability:**
5. **Lead Time:**
6. **Delivery Locations:** Port Sudan - Khartoum- Atbara- Kosti- Damazine
7. **Past Experiences:** evidence **Purchase Order or Contract**
8. **Financial Capacity:** Bank Statement (June – Aug 2025)
9. **Payment Term**
10. **Registration Certificates (Companies or Individual)**
 - (i) Certificate of Incorporation
 - (ii) Tax Compliance Certificate
 - (iii) Chamber of Commerce Certificate
 - (iv) Trader License (State / Town Council / Municipality)
 - (v) MOU & Article of Association (Shareholder List & ID Card



13. Bid Submission Details

Deadline for submission: [21st October 2025]

Submission method: Email to [scm_sudan@wvi.org] OR physical submission to [Port Sudan Office]

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