

**REQUEST FOR QUOTATION (RFQ)
Negotiated procedure / tender
PRF-GED-2401-2024-07**

Rehabilitation of Al-Matna Hafir

To: All interested Bidders	Phone number: N/A
From: ZOA Sudan	Email: All Bidders
Date: 11-Jun-26	No. of pages including this page:

REFERENCE: PRF-GEDSDN2404 -10000212

Manner of Submission:

Bids to be submitted per e-mail to: (procurement.sudan@zoa.ngo)

or delivered in a sealed envelope to the following address: ZOA Office, House No.412, Hai Almufargaat, Gedaref, Sudan

Closing deadline: Saturday ,20 June , 2026

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	Rehabilitation of Al-Matna Hafir as per attached BOQ .	LS	1		
Total (VAT excluded)					
17% VAT (if applicable)					
Grand Total					
Delivery Time					

Technical proposal: All invited bidders Should send the following documents to validate their technical capacity, this would be part of the overall evaluation of Bids, failure to submit the following information may result in rejecting your bid:

1. The complete list and CVs of staff Complete cv include staff, experience, and reference check, assigned for the project
2. Any previous experience related to job attached the completion certificates.
3. Offered materials and methodology & Equipment for the job .
4. Detailed Time schedule for the completion of the works
5. Any supporting documents related to the above requirements.

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- 6. We may conduct reference check for the selected suppliers as well site visits for samples of the previous work.**

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: Please indicate your earliest delivery period.
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 30 working days
11. Defects liability and guarantee period, Defects liability period should not be less than 3 months, guarantee period is 6 months from the taking over of the construction.
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 15 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.

Currency and Payment Terms :

Available Currencies: Proposals may be submitted in Sudanese Pounds (SDG), US Dollars (USD), or EUR

External Transfers: Please note that external international transfers are only available in Euro ,EUR

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Bank Account Requirements

Suppliers quoting in USD or EUR or SDG must possess a bank account in the company's name for that specific currency (account details must be included in the offer .

2. Payment details will be in the contract.
3. ZOA will not be responsible for any bank service charges.
4. Inspection (at buyer's expense) may be applicable and will be advised at time of purchase order and arranged by ZOA.
5. ZOA does not undertake to pay by letter of credit or in advance of delivery.
6. Goods supplied for (ZOA) should include VAT, final invoice is required
7. Hand-written, incomplete offers or offers which do not comply with any of our tender conditions will not be considered.
8. 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.
9. 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.
10. 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.
11. 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.
12. ZOA does not send separate emails to unsuccessful bidders. This means you were unsuccessful on this occasion If you are not contacted .

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

Thank you and regards,

Name: Mohamed Ahmed

Position: P.O



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