

## **WORLD VISION INTERNATIONAL SUDAN**

World Vision is an international Christian humanitarian organization founded in 1950 with operations in one hundred countries worldwide.

World Vision Sudan has programmes presence in South Darfur, East Darfur, South Kordofan, Blue Nile, White Nile, Khartoum, and Port Sudan.

Our interventions are in Education, Water Sanitation and Hygiene, Health and Nutrition, Food Assistance, Food Security, and sustainable Livelihoods. World Vision serve all people regardless of religion, race, ethnic, or gender.

### **1. RFP - Supply and Installation of Solar System in**

- **Blue Nile state office and team house-**
- **White Nile state office and team house**
- **South Kordofan state office and team house**

### **2. Requisition No 4260449**

### **3. Start Date for Advertisement: 4<sup>th</sup> July 2026.**

End Date for Advertisement: **25<sup>th</sup> July 2026 @ 12:00 PM Sudan Time**

Working Days: Sunday – Thursday during working hours 8:00 AM – 5:00 PM.

Interested Bidders are requested to submit scanned complete electronic tender documents **(PDF)** via this **Email: [SCM\\_Sudan@wvi.org](mailto:SCM_Sudan@wvi.org)**

### **4. Address your Bid to:**

The Chairperson, Procurement Committee, World Vision International Sudan

World Vision International Sudan invites interested and competent vendors to participate in competitive bidding for below item

This Tender is open to all qualified and capable firms, contractors and companies working in related nature of similar works in the operation area.

## **BoQ**

### **Guidance for Bidders**

- **The attached Terms of Reference (TOR) for the Supply and Installation of Solar Systems provides the requirements and instructions for preparing and submitting proposals.**
- **All bidders are requested to comply with the following requirements:**

- **Submit a detailed technical proposal covering the supply of all solar system components specified in the TOR, along with the installation services.**
- **Provide a separate installation proposal and cost breakdown for each of the three project locations.**
- **Conduct a site visit to all three office locations to assess the actual site conditions and installation requirements before submitting the proposal.**
- **Bidders are encouraged to include any technical recommendations or alternative solutions that will enhance the quality, reliability, and performance of the proposed solar systems, provided they meet or exceed the minimum requirements outlined in the TOR.**
- **Submit the financial offer using the pricing table provided in the TOR, in addition to a signed and stamped Proforma Invoice.**
- **Provide technical datasheets for all proposed solar system components, including but not limited to solar panels, inverters, batteries, mounting structures, and other accessories.**
- **Clearly indicate the delivery lead time, installation schedule, and the validity period of the quoted prices.**

**Failure to provide the required information may result in the proposal being considered non-responsive.**

World Vision Sudan is in **Transit, Port Sudan Country Office.**

World Vision International reserves the right to accept or reject any application and is not bound to give reasons for its informed decision.

### **3 Instructions for Vendors intend to participate in Invitation to Proposal**

- 3.1.1 Vendors need to designate the name of the contact person within their organization who will serve as the main contact for this process, along with his / her title, address, phone number and e-mail address. You agree to destroy all information in this document if you choose to decline participation in this tender process.**
- 3.1.2 You must submit your written electronic or hard copies of your response, attached with your company profile and the bidding documents respectively to be received by World Vision Sudan program.**
- 3.1.3 All responses and supporting documentation shall become the property of World Vision and will not be returned.**
- 3.1.4 World Vision reserves the right throughout this process to select any servicing option that best meets its business requirements and to hold discussions with all respondents.**
- 3.1.5 You must agree to the following conditions if you choose to respond to World Vision regarding this tender.**
  - a) Neither issuance of this Invitation to Tender (ITT) nor receipt of proposals represents a commitment on the part of World Vision Sudan.**

- b) If World Vision chooses your firm, the terms and conditions in this tender document is a non-inclusive list of terms and conditions that will be included in any binding agreement between you and World Vision International Sudan or any office in World Vision Partnership.
  - c) In your proposal submitted to World Vision Sudan, you must indicate any issues you may have in accepting any of these terms and conditions.
  - d) World Vision will not be responsible for, or in any way liable for, any costs incurred by vendors in the preparation of any responses or presentations relating to this Invitation to Tender or Invitation to Bid.
- 3.1.6 This document is provided for the exclusive use of your firm and copies shall not be made available to any other party, without written consent from the procurement Committee.
- 3.1.7 Both you and World Vision acknowledge that they may come in contact with non-public information, which is considered confidential or proprietary to the other, including this document itself.

Each party agrees not to use such information for its own benefit or allow it to be released to or used by others.

Each party agrees to exercise reasonable care to prevent disclosure to any third party.

- 3.1.8 Neither party shall use the name of the other in publicity releases, referrals, advertising, or similar activity without the prior written consent of the other.

#### 4. Required Written Response

Vendors need to respond in a format that refers to the following sections and numbered items and must specifically address each request for information contained herein.

If you are unable to comply with any information requested, an explanation must be provided as part of the response.

##### 4.1 Company Information

- 1) List your company's full name, corporate address, telephone number, Email Address and fax number.
- 2) List your company's primary contact and back-up contact for this **Proposal** Please include title, address, telephone#, fax number & email address.
- 3) Describe your experience in partnering with other NGO clients (if any)
- 4) Provide your company's audited financial statements for the current year and the last [THREE?] fiscal year[S].
- 5) Provide a list of your major customers, with contact information, that are similar in size and culture as World Vision and have contracted with your

- 6) company for similar requirements. World Vision may choose to contact them for reference purposes.
- 7) Provide a list of any subcontractors that your company uses or will use to provide the goods and/ or services requested by World Vision.
- 8) Describe any conflicts of interest that your company may have in entering a relationship with World Vision.

#### 4.2 Timing.

State very clearly the lead time expected for delivery of the listed items, we considered all items its original

#### 4.3 Pricing & Pricing Methodology

Vendor must also provide any discounts that would apply to World Vision for fees paid in advance of the payment due dates

#### 5. AWARD CRITERIA

Award of the Contract shall be based on the following criteria:

##### **Documentation Required:**

- Matching Company Name and Bank Account Name (SDG/USD)
- Company Registration Certificates
- Certificate of Incorporation
- Tax Registration Certificate (Tax Identification# and Tax Clearance)
- Operation License
- Chamber of Commerce
- Valid Trading Licenses
- Value Added Tax (VAT) Registration Certificate
- Financial Capacity (Bank Statement)  
Recent Bank statement (past 3 months) with substantial amount to proof ability to pre-finance upcoming contract (minimum 30% of total contract)
- Income Tax Clearance Certificate from previous year
- Price quoted above or below the 10% limit based on the reserve price
- Company human resource capacity Chart (Technical Capacity)
- Company physical address (office location)

##### **6. Service Delivery Issues**

- Evidence of your understanding of our business needs
- Ability to offer the appropriate product at an economically advantageous price to WV Sudan Program
- Facilities available for on-line access
- Quality and quantity of resources, and service provision.
- How efficient and effective your working methods will be
- Ability to handle emergency situations with quick turnaround within, but also after normal business hours

- Key strength: detail of any services that are unique to service provider
- Clear Work Plan to implement once “Go ahead” decision is made
- Reputation and client references

## 7. Price

- Clear breakdown of costs as per table provided by WV Sudan Program
- Proposals for future continuous improvement that should result in costs being reduced throughout the life of the contract.
- Additional services that the service provider would be willing to provide World Vision Sudan program at no cost.
- Willingness to renegotiate prices in the process of contract award.
- Selection Criteria:
- Proven Quality assurance & convenient Lead times to complete works.
- Realistic quotes within 10% (higher/Lower) than the reserved price.
- Total cost inclusive VAT, in a neatly filled out BOQ.
- Bid documents with Unclear and or distorted figures (quantity/costs) in BOQ shall not be considered for competition but shall be disqualified from the tender process.

For any clarification or inquiries on this tender, please contact, the Supply Chain Management in World Vision International Sudan Programme.

Email: [SCM\\_Sudan@wvi.org](mailto:SCM_Sudan@wvi.org)

Vendors may not enter communications or negotiations with other World Vision staff about this tender without the prior written permission of the Procurement committee.

We look forward to receiving a proposal & thank for interest in our account.

Secretariat, Procurement Committee  
World Vision International Sudan

**Do Not Edit this Document Sign & Stamp to verify you go through the tender requirement.**

**Submit the Company Proforma Invoice with the Financial Offer. الرجاء إرفاق الفاتورة مع العرض المالي**

**Please sign and stamp this document**