

## Invitation for Tender for personal hygiene items

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### Reference No: SRCS/SRC School Health Project Sennar (424444)

The Sudanese Red Crescent Society in collaboration with Swiss Red Cross are interested in obtaining offers from specialized companies and suppliers for provision of personal hygiene items (424444 –SHPS) in one (1) LOT:

- Lot Number 1 – Provision of personal hygiene items (1,247 kits).

**Tender application is expected per Lot.** Suppliers who want to apply should submit its offer in sealed envelope. **1 lot = 1 tender submission.**

Technical details and documents can be collected under signature, from the Swiss Red Cross office at Sudanese Red Crescent Head Quarter (3<sup>th</sup> Floor) - Mak Nimir / Gamhoria Street-Khartoum. From Sunday to Thursday, from 09.00 am to 03.00pm, and before tender closing date.

- The Bids shall be accompanied by the following certificates and documents:
  - 1. Cover Letter<sup>1</sup> (with Company profile) dated and signed from the tender applicant (in English);
  - 2. Tender offer document with details about services provision, methodology proposed, quantity and quality of resources, mentioning delivery date and valid offer date, payment terms modalities (in English) – as technical offer;
  - 3. Estimated Bill of Quantities (BoQ<sup>2</sup>) with clear breakdown of unit and total costs as per the provided SRCS – SRC framework, including VAT breakdown, and transportation fees. Realistic quotes are mandatory (in English) – as financial offer. BoQ should be submitted in SDG and in one International currency of choice (USD or CHF);
  - 4. Bank detail - RICE / IBAN - with currency (in English);
  - 5. Financial ability certificate
  - 6. Company registration certificate / Certificate of incorporation;
  - 7. Tax clearance certificate, Zakat certificate, Value added tax certificate
  - 8. Provision of at least 3 references (previous company's client titles and phones numbers).

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<sup>1</sup> Template as provided by SRCS – SRC and attached to the general and specific descriptions document.

<sup>2</sup> Template as provided by SRCS – SRC and attached to the general and specific descriptions document.

- 9. Initial security bond of 5% of total value of the submission by certified cheque.

Bids closing date: November 19<sup>th</sup> 2018 at 03.00 pm.

Tender shall be submitted in SEALED envelope with the Tender Reference "*School Health Project Sennar (424444 –SHPS); Lot "1"*".

addressed to – Sudanese Red Crescent Society / Swiss Red Cross – School Health Project Sennar (424444) - Mak nimir /Ghamhoria Street-Khartoum.

dropped to Swiss Red Cross Office on SRCS building, 3<sup>th</sup> floor and after signing the Tender offers deposit document.

No alteration on figures and / or use of correcting fluid is required. Any BoQ carrying such alterations, any envelop unsealed, any incomplete tender submission; will be rejected from the rest of the competitive process.

Samples of each item, according to given specifications, are requested to be provided in 1 packaging bag (according to given specifications); while the offer shall be provided in a separate sealed envelope.

Sudanese Red Crescent Society – Swiss Red Cross reserved the right to accept or reject any tender.

For questions, please contact: 0183772011.