



TENDER NOTICE

TENDER NO: AMREF/SSD/PQ-T/2025-001

PRE-QUALIFICATION/REGISTRATION OF VENDORS/CONTRACTORS FOR PROVISION OF
GOODS, SERVICES AND WORKS FOR THE PERIOD 2026-2027

CLOSING DATE: 21ST SEPTEMBER AT 11:59 PM CAT

AUG 2025

**Winner of the
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BILL & MELINDA GATES FOUNDATION
For Global Health

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1.0 TENDER NOTICE

Amref Health Africa hereafter referred to as “Procuring Entity” or “The Client” would like to invite interested candidates to make applications as per the required criteria provided for possible shortlisting for supply and delivery or provision of goods, services and works services for a period of 2 years (2026 to 2027) in categories as indicated in the schedule below:

GROUP A: SUPPLY OF GOODS

CATEGORY NO.	ITEM DESCRIPTION
AHASS/G/001/2026-2027	Supply of general stationeries e.g. photocopying papers, pens
AHASS/G/002/2026-2027	Supply of Electronic Appliances and equipment e.g. TV, Radios, fridges, dispensers, sockets, fluorescent fittings/tubes, etc.
AHASS/G/003/2026-2027	Supply of Cleaning Materials and Sundries e.g. soaps, mops, tissues, detergents, JIK etc.
AHASS/G/004/2026-2027	Supply of Relief Non Food Items e.g. Blankets, Jerri cans, Mosquito Nets, Kitchen Sets, blankets, Buckets and Basins, Tarpaulins etc.
AHASS/G/005/2026-2027	Supply of Relief Food items, Foodstuffs (Meat, fruits, vegetables, dry foods, office tea supplies etc.
AHASS/G/006/2026-2027	Supply of Agricultural tools and seeds e.g. Hoes, Pangas, axe, Wheelbarrow, Watering can etc.
AHASS/G/007/2026-2027	Supply, Repair & maintenance of Office furniture & fittings and curtains e.g. blinds, desks, chairs, book shelves & tables

GROUP B: PROVISION OF SERVICES AND WORKS

CATEGORY NO.	ITEM DESCRIPTION
AHASS /S/001/2026-2027	Provision of Garbage Collection and sewer/exhauster services
AHASS /S/002/2026-2027	Fumigation and Pest control services
AHASS /S/003/2026-2027	Repairs and Maintenance of Motor vehicles/ Motorcycles/ Bicycles and Supply of Motor vehicle spare parts
AHASS /S/004/2026-2027	Provision of Tents, chairs, tables Public address systems and related services
AHASS /S/005/2026-2027	Supply of Promotional & Branded materials e.g. T-shirts, Banners, Caps, bags, balls, calendars, diaries, brochures etc
AHASS /S/006/2026-2027	Renovation and Maintenance of Buildings e.g. Prefabs, plumbing, painting, electrical, masonry, electrical, hardware etc
AHASS /S/007/2026-2027	Supply and Maintenance of Generators, electrical water pumps, Afridev Hand pump etc.
AHASS /S/008/2026-2027	Provision of security and related services e.g. alarm response, guard dogs, access control systems, Security Cameras
AHASS /S/009/2026-2027	Provision of Occupational Health, safety and firefighting training Equipment and services
AHASS /S/010/2026-2027	Graphics & Design services

GROUP C: ICT EQUIPMENT AND SERVICES

CATEGORY NO.	ITEM DESCRIPTION
SSO/ICT/001/2026-2027	Supply, Repair and maintenance of ICT Equipment E.g. Computers, Tablets, Photocopiers, Scanners, Printers, Thuraya, Telephone heads etc

SSO/ICT/002/2026-2027	Provision of Software Solutions and Licensing
SSO/ICT/003/2026-2027	Repair, maintenance and servicing of telecommunication equipment and accessories e.g. PABX, photocopying machines, telephone heads, Printers etc.

GROUP D: HIGH VALUE SUPPLIES

CATEGORY NO.	ITEM DESCRIPTION
AHASS /HV/001/2026-2027	Supply of Human Medical Drugs and vaccines Medical /Surgical/Laboratory Equipment and supplies
AHASS /HV/002/2026-2027	Supply and installation of Plastic & Steel Water Tanks
AHASS /HV/003/2026-2027	Construction of buildings, dams, classrooms, VIP latrines
AHASS /HV/004/2026-2027	Borehole drilling and rehabilitation services
AHASS /HV/005/2026-2027	Purchase of New Motor-vehicles dealers
AHASS /HV/006/2026-2027	Supply of Motor-bikes and Bicycles
AHASS /HV/007/2026-2027	Supply and installation of solar panels & accessories

GROUP E: CONSULTANCIES & PROFESSIONAL SERVICES

CATEGORY NO.	ITEM DESCRIPTION
AHASS /CS/001/2026-2027	Production of Radio and TV Programs, Documentaries, photography and films
AHASS /CS/002/2026-2027	Event Management
AHASS /CS/003/2026-2027	Asset Valuations Consultancy Services (Engraving and Tagging)
AHASS /CS/004/2026-2027	Provision of Legal and arbitration services
AHASS /CS/005/2026-2027	Provision of Advertisement services including Billboards, Radio adverts, News Paper adverts and Campaigns
AHASS /CS/006/2026-2027	Provision of Monitoring and Evaluation , Research Consultancy services
AHASS /CS/007/2026-2027	Provision of training Consultancy services

NOTE: DEALERS AND DISTRIBUTORS ARE ENCOURAGED TO APPLY

Interested candidates may download the tender notice from the Amref Health Africa website (<http://amref.org/tenders>) and access links through South Sudan NGO forum and the City Review Newspaper

In case of any challenges, Amref Health Africa's physical offices at the locations listed below remain available to provide assistance during official working hours, from 9:00 AM to 4:00 PM

- Amref Health Africa South Sudan Office, Tong Ping Juba Na Bari
- Yambio Office, Hai Kabash
- Tonj Office, town along thiet road
- Maridi Office at Maridi Civil Hospital County Health Department
- Other coordination offices, Nzara, Ibba, Mundri, Wau & Kapoeta

Interested candidates are to submit their applications online by registering through the link: <https://etender.amref.org/> on the South Sudan option (on the drop down menu under Amref business unit) upon payment of a non-refundable fee of USD 20 per category no. Each Category number shall require separate application with attached bank deposit slip.

All payments should be made through the bank account as follows:

Bank	Account Name	Account Number
Kenya Commercial Bank	AMREF HEALTH AFRICA	5500168851
Eden Commercial Bank	AMREF HEALTH AFRICA	0107201770424

The application portal will open for submissions on **21st August 2025 at 12:00 AM CAT** and will close on **21st September 2025 at 11:59 PM CAT** after which the portal will not be accessible. Confirmation of successfully submitted applications will be done on **25th September at 10:00 am CAT** in the presence of the suppliers or representatives who choose to login after registration.

Interested eligible bidders are also invited to a virtual pre-bid conference on **26th August 2025 from 10:00 AM to 12:00 PM CAT**

To access the link for registration of pre-tender conference and virtual tender opening, log onto the Amref Health Africa website; <https://amref.org/tenders/> . select TENDER NO: AMREF/SSD/PQ-T/2025-001

Registration Assistance and Support

If you encounter challenges or require further technical or substantive help in completing the application, please forward your inquiry or issue via email through: e-prequalification.ss@amref.org;

Applicants are encouraged to submit applications at least one day ahead of the deadline for submission, in order to avoid any technical/unforeseen obstacles during the submission.

2.0 PRE-QUALIFICATION INSTRUCTIONS

2.1 Introduction

Amref Health Africa South Sudan South Sudan referred to as the “Procuring Entity” or “The Client” would like to invite interested candidates who must qualify by meeting the set criteria as provided by the Amref Health Africa South Sudan to perform the contract of supply and delivery or provision of goods and services to the Company.

2.2 Pre-qualification Objective

The main objective is to supply and deliver assorted items and also provide services under relevant tenders/quotations to Amref Health Africa South Sudan South Sudan as and when required during the stated period.

2.3 Invitation of Pre-qualification

Suppliers registered with the Registrar of Companies under the Laws of South Sudan in the respective merchandise or services are invited to submit their pre-qualification documents to Amref Health Africa South Sudan for consideration in future quotation opportunities. All bids will be submitted through the e-tender portal. Prospective suppliers are required to provide all mandatory information for pre-qualification.

2.4 Pre-qualification Document

This document includes questionnaire forms and documents required of prospective suppliers.

In order to be considered for pre-qualification, prospective suppliers must submit all the information herein requested and any bidder who does not meet all the relevant mandatory requirements will be disqualified

2.5 Questions Arising from Documents

Questions that may arise from the pre-qualification documents should be directed to the Tender Committee on the following address:

TENDER COMMITTEE

AMREF HEALTH AFRICA SOUTH SUDAN

Email: e-prequalification.ss@amref.org;

3.0 PRE-QUALIFICATION DATA INSTRUCTIONS

3.1 Pre-qualification data forms

The e-prequalification platform includes questionnaire forms detailing documents that are required of prospective suppliers.

The questionnaire forms PQ-1, PQ-2, PQ-3, PQ-4, PQ-5, PQ-6, PQ-7, PQ-8, are to be completed by prospective suppliers/contractors who wish to be pre-qualified for submission of tender for the specific tender.

The pre-qualification application forms which are not filled out completely and submitted in the prescribed manner will not be considered.

3.2 Specific Instructions

All the documents that form part of the prequalification application must be written in English

All payments shall be made per individual category applied for and in the amount specified.

All applicants shall ensure to confirm they have received a notification that their application(s) has been successfully submitted.

3.3 Additional Information

Amref Health Africa reserves the right to request submission of additional information from prospective suppliers

Each application that meets the mandatory requirements will be evaluated by Amref on the basis of compliance with the eligibility, completeness and quality of information provided, relevance of the goods or services, references, experience, evidence of ability to perform, and the overall financial soundness of the vendor. Suppliers will be notified of the outcome of the prequalification exercise by e-mail.

Only suppliers whose applications are shortlisted by Amref Health Africa after the completion of the pre – qualification process shall be able to receive and respond to request for quotations as from 1st January 2026.

4.0 ESSENTIAL CRITERIA FOR PRE-QUALIFICATION

4.1 Qualification

4.1.1 It is understood and agreed that the pre-qualification data on prospective bidders is to be used by Amref Health Africa South Sudan (the client) in determining, according to its sole judgment and discretion, the qualifications of prospective bidders to perform in respect to the Category(ies) as described by the client.

4.1.2 Prospective suppliers shall be evaluated based on the extent of completion of the requested information for determination by Amref Health Africa that they possess the capability, experience and capacity to satisfactorily execute contracts for supply of goods, services or works.

4.2 Document requirements:

- Copy of Certificate of incorporation from the Ministry of Justice & Constitutional Affairs.
- Copy of Tax Compliance/ Clearance Certificate
- Copy of Tin certificate of firm/company/individual from the National Revenue Authority
- Copy of current Trade License/ Current business licenses from relevant authorities e.g. City council
- Copy of Memorandum of Understanding or Articles of Association from the Ministry of legal affairs & constitutional development
- Copy of Membership certificate from South Sudan chamber of commerce, industry & agriculture
- Copy of Operation license from Ministry of finance& public service - Directorate of commerce & supply
- Copy of Letter of recommendation from 3 previous organizations served with similar works
- Copy of the most recent two years audited accounts (2023 – 2024)
- Copy of letters of recommendation letters from the firm's bankers
- A copy of the bank deposit slip
- Where mandatory for service provision, each firm must attaché evidence of registration with Professional bodies/Authorities or professional certification

NB: As at the date of tender closing, all statutory documents must be valid. Submission of a document that is due to expire prior to the tender closing date will lead to disqualification.

4.3 Other Requirements

4.3.1 Experience

Prospective bidders shall have at least 5 years' experience in the supply of goods, services and allied items in case of potential supplier/contractor should show competence, willingness and capacity to service the contract.

Prospective supplier requires special experience and capability to organize supply and delivery of items, or services at short notice.

4.3.2 Personnel

The names pertinent information and CV of the key personnel for individual or group to execute the contract must be indicated in form PQ-3.

4.3.3 Financial Capacity

The Supplier's financial situation will be determined by audited financial reports for the year 2023 and 2024, submitted as per the instructions of the prequalification. (Potential suppliers are required to fill in the required data and documents as specified on Form PQ-1.)

Special consideration will be given to the financial resources available as working capital, taking into account the amount of uncompleted orders on contract and now in progress. Data to be filled/ provided on Form PQ-4. However, potential bidders should provide evidence of financial capability to execute the contract.

4.3.4 Past Performance

Past performance will be given due consideration in pre-qualifying bidders. Letter of reference from past customers should be included in Form PQ-6 (at least from three organizations- attach copy of LPO/LSO/Contract)

5.0 STATEMENT

Applications are required to include a sworn statement as in Form PQ-8 by the applicant ascertaining the accuracy of the information given.

6.0 WITHDRAWAL OF PREQUALIFICATION

Should a condition arise between the time the firm is pre-qualified to bid and the bid opening date which could substantially change the performance and qualification of the bidder or the ability to perform such as but not limited to bankruptcy, change in ownership or new commitments, then Amref Health Africa South Sudan reserves the right to reject the tender from such a supplier

7.0 INFORMATION ON SUPPLIERS

7.1.1 The firm must declare any conflict of interest in relation to any member of staff. Amref Health Africa South Sudan will not procure goods or services from suppliers where the employees have not declared conflict of interest

7.1.2 Amref Health Africa South Sudan may carry out a source audit exercise for the shortlisted prequalified suppliers

7.1.3 Any effort by the tenderer to influence Amref Health Africa South Sudan in the tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

8.0 SCORING

Required Information	Form Type	Points Score
1. Registration Documentation	PQ-1	30
2. Pre-qualification Data	PQ-2	5
3. Supervisory Personnel	PQ-3	10
4 Financial Position	PQ-4	20
5. Confidential Report	PQ-5	15
6. Past Experience	PQ-6	12
7. Litigation History	PQ-7	8
TOTAL		100

The qualification pass mark shall be determined solely at the discretion of the Amref Health Africa tender committee.

9.0 BRIEF CONTRACT REGULATIONS/GUIDELINES

9.1.1 Taxes on Imported Materials

Amref Health Africa South Sudan is not exempted from any tax this only applies on particular funded projects.

9.1.2 Customs Clearance

Suppliers shall be responsible for custom clearance of any imported goods and materials on behalf of Amref Health Africa.

9.1.3 Contract Price

Pricing shall be per unit or cumulative of computed unit price and quantities required. Prices quoted shall be inclusive of all applicable taxes, delivery charges and in the local currency unless where otherwise applicable.

9.1.4 Payments

All local purchase shall be on credit of a minimum of thirty (30) days or as may be stipulated in the Contract Agreement.

9.1.5 Code of Conduct

Prospective suppliers shall be required to comply with the Amref Health Africa Supplier Code of Conduct.

Amref Health Africa reserves the right to accept or reject any or all applications and is not bound to give reasons for its decision. Late applications will be rejected.