

REQUEST FOR QUOTATION (RFQ)

PROVISION OF WORKSHOP SERVICES IN FIELD LOCATIONS

RFQ Reference: Q-130/22

Date: 22 November 2022

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

Dedicated bid submission Email Address: bids.juba@undp.org. *Bids submitted through any other medium shall be disqualified.*

The RFQ has the following LOTs.

LOT 01: Juba, CES Coaching and Mentorship for Persons with Disabilities

LOT 02: Juba, CES Coaching and Mentorship for Youth Leaders

LOT 03: Juba, CES Coaching and Mentorship for Young Women Leaders

LOT 04: Juba, CES Training for women in political engagement, lobby, and advocacy

LOT 05: Mvolo, WES Trauma Awareness Workshop for Local Leaders

LOT 06: Terekeka, CES Trauma Awareness Workshop for Local Leaders

LOT 07: Ulang, Upper Nile Trauma Awareness Workshop for Local Leaders

LOT 08: Leer, Unity State Trauma Healing and Psychosocial Support Training

LOT 09: Wau, WBeG Trauma Healing and Psychosocial Support Training

LOT 10: Naurus, EES Trauma Healing and Psychosocial Support Training

LOT 11: Kuajok, Warrap Pre-Cattle migration Conference

LOT 12: Rumbek, Lakes/ PSSM Awareness workshop

LOT 13: Rumbek, Lakes PSSM Training workshop

LOT 14: Wullu, Lakes County Level Peace Education (Mental Disarmament)

LOT 15: Cuiebet, Lakes County Level Peace Education (Mental Disarmament)

LOT 16: Rumbek North, Lakes County Level Peace Education (Mental Disarmament)

LOT 17: Rumbek Center, Lakes County Level Peace Education (Mental Disarmament)

LOT 18: Awerial, Lakes County Level Peace Education (Mental Disarmament)

LOT 19: Yirol West, Lakes County Level Peace Education (Mental Disarmament)

LOT 20: Rumbek East, Lakes County Level Peace Education (Mental Disarmament)

LOT 21: Yirol East, Lakes County Level Peace Education (Mental Disarmament)

LOT 22: Lakes State Car Hire [Rumbek Center, Wullu, Cuiebet and Rumbek North]

LOT 23: Lakes State Car Hire [Yirol East, Awerial, Yirol West and Rumbek East]

LOT 24: PFM events management services for Kuajok

LOT 25: PFM events management services for Torit

LOT 26: PFM events management services for Bor

LOT 27: PFM events management services for Aweil

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

UNDP Procurement Unit

Date: 22/11/2022

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	25 November 2022; 5:00 PM, South Sudan Local Time
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Dedicated Email Address; bids.juba@undp.org</p>
Cost of preparation of quotation	UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>

General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	<p>United States Dollars</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <ul style="list-style-type: none"> <input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes <input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes

Language of quotation	English Including documentation including catalogues, instructions and operating manuals.
Documents to be submitted	Bidders shall include the following documents in their quotation: <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed <input checked="" type="checkbox"/> Company Registration Certificate (Certificate of Incorporation) <input checked="" type="checkbox"/> Evidence of experience in provision of similar services. At least 2 contracts/Purchase Order copies must be attached alongside your bid
Quotation validity period	Quotations shall remain valid for 120 days from the deadline for the Submission of Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input type="checkbox"/> Not permitted <input checked="" type="checkbox"/> Permitted per complete LOT . Partial bidding within a given LOT is not acceptable and shall lead to disqualification of bid.
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, Click or tap here to enter text. reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as “Main Quote” and “Alternative Quote”
Payment Terms	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods, based on full compliance with RFQ requirements
Contact Person for correspondence, notifications and clarifications	E-mail address: procurement.info.ss@undp.org Attention: Quotations shall not be submitted to this email address but to the address for quotation submission above i.e., bids.juba@undp.org. Otherwise, offer shall be disqualified. Any delay in UNDP’s response shall not be used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than Click or tap here to enter text. days before the submission deadline. Responses to request for clarification will be communicated Click or tap here to enter text. by Click or tap to enter a date.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Compliance with Technical Specifications <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Type of Contract to be awarded	<input checked="" type="checkbox"/> Purchase Order
Expected date for contract award.	Immediately upon PO issue
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS

Technical Specifications for Goods: As per Annex 3

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the services after Contract/PO signature.
Delivery Terms (INCOTERMS 2020)	DAP respective locations
Customs clearance (must be linked to INCOTERM)	<input checked="" type="checkbox"/> Supplier/bidder
Exact Address(es) of Delivery Location(s)	<ul style="list-style-type: none"> • LOT 01: Juba, Central Equatoria State • LOT 02: Juba, Central Equatoria State • LOT 03: Juba, Central Equatoria State • LOT 04: Juba, Central Equatoria State • LOT 05: Mvolo, Western Equatoria State • LOT 06: Terekeka, Central Equatoria State • LOT 07: Ulang, Upper Nile State • LOT 08: Leer, Unity State • LOT 09: Wau, Western Bahr El Ghazal State • LOT 10: Naurus, Eastern Equatoria State • LOT 11: Kuajok, Warrap State • LOT 12: Rumbek, Lakes State • LOT 13: Rumbek, Lakes State • LOT 14: Wullu, Lakes State • LOT 15: Cuiebet, Lakes State • LOT 16: Rumbek North, Lakes State • LOT 17: Rumbek Center, Lakes State • LOT 18: Awerial, Lakes State • LOT 19: Yirol West, Lakes State • LOT 20: Rumbek East, Lakes State • LOT 21: Yirol East, Lakes State • LOT 22: Rumbek Center, Wullu, Cuiebet and Rumbek North, Lakes State • LOT 23: Yirol East, Awerial, Yirol West and Rumbek East, Lakes State • LOT 24: Kuajok, Warrap State • LOT 25: Torit, Eastern Equatoria State • LOT 26: Bor, Jonglei State • LOT 27: Aweil, Northern Bahr El Ghazal State
Distribution of shipping documents (if using freight forwarder)	Not Applicable
Packing Requirements	Not Applicable
Training on Operations and Maintenance	Not Applicable
Warranty Period	Not Applicable
After-sales service and local service support requirements	Not Applicable
Preferred Mode of Transport	Land

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Q-130/22	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 3 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail & Telephone number	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ; has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Q-130/22	Date: Click or tap to enter a date.

LOT 01: Juba, CES Coaching and Mentorship for Persons with Disabilities

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 2 standard conference halls for minimum of 57 people each for 3 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	3		
2	Buffet lunch (food/water/soda) for 114 people for 3 days	Each	342		
3	Tea and snacks (variety) for 114 people for 3 days. 2 servings per person per day (morning and afternoon).	Each	684		
4	Drinking water for 114 people for 3 days. 3 bottles/glasses per person per day	Each	1026		
5	Assorted Stationery and COVID-19 PPE for 114 people: <ul style="list-style-type: none"> Blue ballpoint pen [10 Packs of 50] A5 Shorthand book/Notebook [10 dozen] Flip chart [6 pieces] Permanent marker pen, assorted colors [6 dozen] Masking tape [2 Piece] Sole tape [1 Piece] Facemask, surgical [114 x 3 = 342 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [10 bottles] Hand wash soap, liquid, 500ml [10 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 02: Juba, CES Coaching and Mentorship for Youth Leaders

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 56 people for 3 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	3		
2	Buffet lunch (food/water/soda) for 56 people for 3 days	Each	168		
3	Tea and snacks (variety) for 56 people for 3 days. 2 servings per person per day (morning and afternoon).	Each	336		
4	Drinking water for 56 people for 3 days. 3 bottles/glasses per person per day	Each	504		
5	Assorted Stationery and COVID-19 PPE for 56 people: <ul style="list-style-type: none"> Blue ballpoint pen [2 Packs of 50] A5 Shorthand book/Notebook [5 dozen] Flip chart [6 pieces] Permanent marker pen, assorted colors [6 dozen] Masking tape [2 Piece] Sole tape [1 Piece] Facemask, surgical [56 x 3 = 165 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [5 bottles] Hand wash soap, liquid, 500ml [5 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 03: Juba, CES Coaching and Mentorship for Young Women Leaders

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 50 people for 3 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	3		
2	Accommodation (Bed, 2 bottles of water and Breakfast) for 24 people for 4 days.	Each	4		
3	Buffet lunch (food/water/soda) for 50 people for 3 days	Each	150		
4	Tea and snacks (variety) for 50 people for 3 days. 2 servings per person per day (morning and afternoon).	Each	300		
5	Drinking water for 50 people for 3 days. 3 bottles/glasses per person per day	Each	450		
6	Assorted Stationery and COVID-19 PPE for 50 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [5 dozen] Flip chart [6 pieces] Permanent marker pen, assorted colors [6 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [50 x 3 = 150 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [5 bottles] Hand wash soap, liquid, 500ml [5 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 04: Juba, CES Training for women in political engagement, lobby, and advocacy

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 70 people for 3 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	3		
2	Buffet lunch (food/water/soda) for 70 people for 3 days	Each	210		
3	Tea and snacks (variety) for 70 people for 3 days. 2 servings per person per day (morning and afternoon).	Each	420		
4	Drinking water for 70 people for 3 days. 3 bottles/glasses per person per day	Each	630		
5	Assorted Stationery and COVID-19 PPE for 70 people: <ul style="list-style-type: none"> Blue ballpoint pen [2 Packs of 50] A5 Shorthand book/Notebook [6 dozen] Flip chart [6 pieces] Permanent marker pen, assorted colors [6 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [70 x 3 = 210 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [6 bottles] Hand wash soap, liquid, 500ml [6 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 05: Mvolo, WES Trauma Awareness Workshop for Local Leaders

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 33 people for 1 day. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	1		
2	Buffet lunch (food/water/soda) for 33 people for 1 day	Each	33		
3	Tea and snacks (variety) for 33 people for 1 day. 2 servings per person per day (morning and afternoon).	Each	66		
4	Drinking water for 33 people for 1 day. 3 bottles/glasses per person per day	Each	99		
5	Assorted Stationery and COVID-19 PPE for 33 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [3 dozen] Flip chart [3 pieces] Permanent marker pen, assorted colors [3 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [33 x 1 = 33 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [3 bottles] Hand wash soap, liquid, 500ml [3 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 06: Terekeka, CES Trauma Awareness Workshop for Local Leaders

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 33 people for 1 day. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	1		
2	Buffet lunch (food/water/soda) for 33 people for 1 day	Each	33		
3	Tea and snacks (variety) for 33 people for 1 day. 2 servings per person per day (morning and afternoon).	Each	66		
4	Drinking water for 33 people for 1 day. 3 bottles/glasses per person per day	Each	99		
5	Assorted Stationery and COVID-19 PPE for 33 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [3 dozen] Flip chart [3 pieces] Permanent marker pen, assorted colors [3 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [33 x 1 = 33 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [3 bottles] Hand wash soap, liquid, 500ml [3 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 07: Ulang, Upper Nile Trauma Awareness Workshop for Local Leaders

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 34 people for 1 day. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	1		
2	Buffet lunch (food/water/soda) for 34 people for 1 day	Each	34		
3	Tea and snacks (variety) for 34 people for 1 day. 2 servings per person per day (morning and afternoon).	Each	68		
4	Drinking water for 34 people for 1 day. 3 bottles/glasses per person per day	Each	102		
5	Assorted Stationery and COVID-19 PPE for 34 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [3 dozen] Flip chart [3 pieces] Permanent marker pen, assorted colors [3 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [34 x 1 = 34 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [3 bottles] Hand wash soap, liquid, 500ml [3 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 08: Leer, Unity State Trauma Healing and Psychosocial Support Training

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 34 people for 5 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	5		
2	Accommodation (Half board: bed, breakfast, buffet dinner and 2 bottles of water) for 34 people for 6 days; Standard lodging facility with reliable utilities and provisions for personal hygiene or non-returnable camping packs (1 person tent with minimum 2" sleeping cushion or mattress, pair of bedsheets, personal hygiene supplies including water for bathing and laundry, basins, bathing and laundry soaps, toilet papers, mosquito repellants and insecticides.	Each	204		
3	Buffet lunch (food/water/soda) for 34 people for 5 days	Each	170		
4	Tea and snacks (variety) for 34 people for 5 days. 2 servings per person per day (morning and afternoon).	Each	340		
5	Drinking water for 34 people for 5 days. 3 bottles/glasses per person per day	Each	510		
6	Assorted Stationery and COVID-19 PPE for 34 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [3 dozen] Flip chart [7 pieces] Permanent marker pen, assorted colors [7 dozen] Masking tape [2 Pieces] Sole tape [1 Piece] Facemask, surgical [34 x 5 = 170 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [5 bottles] Hand wash soap, liquid, 500ml [5 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 09: Wau, WBeG Trauma Healing and Psychosocial Support Training

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 34 people for 5 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	5		
2	Accommodation (Half board: bed, breakfast, buffet dinner and 2 bottles of water) for 34 people for 6 days; Standard lodging facility with reliable utilities and provisions for personal hygiene.	Each	204		
3	Buffet lunch (food/water/soda) for 34 people for 5 days	Each	170		
4	Tea and snacks (variety) for 34 people for 5 days. 2 servings per person per day (morning and afternoon).	Each	340		
5	Drinking water for 34 people for 5 days. 3 bottles/glasses per person per day	Each	510		
6	Assorted Stationery and COVID-19 PPE for 34 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [3 dozen] ▪ Flip chart [7 pieces] ▪ Permanent marker pen, assorted colors [7 dozen] ▪ Masking tape [2 Pieces] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [34 x 5 = 170 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [5 bottles] ▪ Hand wash soap, liquid, 500ml [5 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 10: Naurus, EES Trauma Healing and Psychosocial Support Training

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 33 people for 5 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	5		
2	Accommodation (Half board: bed, breakfast, dinner and 2 bottles of water) for 33 people for 6 days; Standard lodging facility with reliable utilities and provisions for personal hygiene or non-returnable camping packs (1 person tent with minimum 2" sleeping cushion or mattress, pair of bedsheets, personal hygiene supplies including water for bathing and laundry, basins, bathing and laundry soaps, toilet papers, mosquito repellants and insecticides.	Each	198		
3	Buffet lunch (food/water/soda) for 33 people for 5 days	Each	165		
4	Tea and snacks (variety) for 33 people for 5 days. 2 servings per person per day (morning and afternoon).	Each	330		
5	Drinking water for 33 people for 5 days. 3 bottles/glasses per person per day	Each	495		
6	Assorted Stationery and COVID-19 PPE for 33 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [3 dozen] ▪ Flip chart [7 pieces] ▪ Permanent marker pen, assorted colors [7 dozen] ▪ Masking tape [2 Pieces] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [33 x 5 = 198 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [5 bottles] ▪ Hand wash soap, liquid, 500ml [5 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 11: Kuajok, Warrap Pre-Cattle migration Conference

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 70 people for 3 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	3		
2	Accommodation (Half board: bed, breakfast, buffet dinner and 2 bottles of water) for 60 people for 4 days; Standard lodging facility with reliable utilities and provisions for personal hygiene	Each	240		
3	Buffet lunch (food/water/soda) for 70 people for 3 days	Each	210		
4	Drinking water for 70 people for 3 days. 3 bottles/glasses per person per day	Each	630		
5	Assorted Stationery and COVID-19 PPE for 70 people: <ul style="list-style-type: none"> Blue ballpoint pen [2 Packs of 50] A5 Shorthand book/Notebook [6 dozen] Flip chart [5 pieces] Permanent marker pen, assorted colors [7 dozen] Masking tape [3 Pieces] Sole tape [1 Piece] Facemask, surgical [70 x 3 = 210 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [10 bottles] Hand wash soap, liquid, 500ml [10 bottles] 	Lumpsum	1		
Total Amount (USD)					

LOT 12: Rumbek, Lakes/ PSSM Awareness workshop

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 19 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Accommodation (Half board: bed, breakfast, buffet dinner and 2 bottles of water) for 15 people for 3 days; Standard lodging facility with reliable utilities and provisions for personal hygiene	Each	45		
3	Buffet lunch (food/water/soda) for 19 people for 2 days	Each	38		
4	Tea and snacks (variety) for 19 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	76		
5	Drinking water for 19 people for 2 days. 3 bottles/glasses per person per day	Each	114		
6	Car hire. 1 passenger car including qualified driver for 4 days in Rumbek Town, Lakes State. Delivery scope: Airport pickup and dropping, daily commuting and logistical support in Rumbek Town. Tentative delivery date: November 21-24, 2022 Car specs: Good mechanical condition, preferably Toyota Land cruiser (5 doors) or equivalent with functioning AC, clean and odorless. Seat capacity: minimum 4 passengers. Compliant with Local Traffic Regulation and Guidelines.	Day	4		
7	Assorted Stationery and COVID-19 PPE for 19 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [2 dozen] Flip chart [4 pieces] Permanent marker pen, assorted colors [5 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [19 x 2 = 38 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] Hand wash soap, liquid, 500ml [2 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 13: Rumbek, Lakes PSSM Training workshop

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 29 people for 5 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	5		
2	Accommodation (Half board: bed, breakfast, buffet dinner and 2 bottles of water) for 25 people for 6 days; Standard lodging facility with reliable utilities and provisions for personal hygiene	Each	150		
3	Buffet lunch (food/water/soda) for 29 people for 5 days	Each	145		
4	Tea and snacks (variety) for 29 people for 5 days. 2 servings per person per day (morning and afternoon).	Each	290		
5	Drinking water for 29 people for 5 days. 3 bottles/glasses per person per day	Each	435		
6	Car hire. 1 passenger car including qualified driver for 7 days in Rumbek Town, Lakes State. Delivery scope: Airport pickup and dropping, daily commuting and logistical support in Rumbek Town. Tentative delivery date: November 24-30, 2022 Car specs: Good mechanical condition, preferably Toyota Land cruiser (5 doors) or equivalent with functioning AC, clean and odorless. Seat capacity: minimum 4 passengers. Compliant with Local Traffic Regulation and Guidelines.	Day	7		
7	Assorted Stationery and COVID-19 PPE for 29 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [3 dozen] Flip chart [6 pieces] Permanent marker pen, assorted colors [7 dozen] Masking tape [2 Piece] Sole tape [1 Piece] Facemask, surgical [29 x 5 = 145 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [3 bottles] Hand wash soap, liquid, 500ml [3 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 14: Wullu, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [2 dozen] ▪ Flip chart [5 pieces] ▪ Permanent marker pen, assorted colors [5 dozen] ▪ Masking tape [1 Piece] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [24 x 2 = 48 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] ▪ Hand wash soap, liquid, 500ml [2 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 15: Cuiebet, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [2 dozen] ▪ Flip chart [5 pieces] ▪ Permanent marker pen, assorted colors [5 dozen] ▪ Masking tape [1 Piece] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [24 x 2 = 48 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] ▪ Hand wash soap, liquid, 500ml [2 bottles] 	Lumpsum	1		
Total Amount (USD)					

LOT 16: Rumbek North, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [2 dozen] ▪ Flip chart [5 pieces] ▪ Permanent marker pen, assorted colors [5 dozen] ▪ Masking tape [1 Piece] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [24 x 2 = 48 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] ▪ Hand wash soap, liquid, 500ml [2 bottles] 	Lumpsum	1		
Total Amount (USD)					

LOT 17: Rumbek Center, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [2 dozen] ▪ Flip chart [5 pieces] ▪ Permanent marker pen, assorted colors [5 dozen] ▪ Masking tape [1 Piece] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [24 x 2 = 48 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] ▪ Hand wash soap, liquid, 500ml [2 bottles] 	Lumpsum	1		
Total Amount (USD)					

LOT 18: Awerial, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> ▪ Blue ballpoint pen [1 Pack of 50] ▪ A5 Shorthand book/Notebook [2 dozen] ▪ Flip chart [5 pieces] ▪ Permanent marker pen, assorted colors [5 dozen] ▪ Masking tape [1 Piece] ▪ Sole tape [1 Piece] ▪ Facemask, surgical [24 x 2 = 48 pieces] ▪ Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] ▪ Hand wash soap, liquid, 500ml [2 bottles] 	Lumpsum	1		
Total Amount (USD)					

LOT 19: Yirol West, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [2 dozen] Flip chart [5 pieces] Permanent marker pen, assorted colors [5 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [24 x 2 = 48 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] Hand wash soap, liquid, 500ml [2 bottles] 	Lumpsum	1		
Total Amount (USD)					

LOT 20: Rumbek East, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [2 dozen] Flip chart [5 pieces] Permanent marker pen, assorted colors [5 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [24 x 2 = 48 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] Hand wash soap, liquid, 500ml [2 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 21: Yirol East, Lakes County Level Peace Education (Mental Disarmament)

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Conference hall rental. 1 standard conference hall for minimum of 24 people for 2 days. Furnished, powered, and air-conditioned. Include projector, sound system, Wi-Fi, flipchart-stand, and hand washing station	Day	2		
2	Buffet lunch (food/water/soda) for 24 people for 2 days	Each	48		
3	Tea and snacks (variety) for 24 people for 2 days. 2 servings per person per day (morning and afternoon).	Each	96		
4	Drinking water for 24 people for 2 days. 3 bottles/glasses per person per day	Each	144		
5	Assorted Stationery and COVID-19 PPE for 24 people: <ul style="list-style-type: none"> Blue ballpoint pen [1 Pack of 50] A5 Shorthand book/Notebook [2 dozen] Flip chart [5 pieces] Permanent marker pen, assorted colors [5 dozen] Masking tape [1 Piece] Sole tape [1 Piece] Facemask, surgical [24 x 2 = 48 pieces] Hand sanitizer; 60% and above alcohol content, 500ml [2 bottles] Hand wash soap, liquid, 500ml [2 bottles] 	Lump sum	1		
Total Amount (USD)					

LOT 22: Lakes State Car Hire [Rumbek Center, Wullu, Cuiebet and Rumbek North]

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	<p>Car hire. 2 passenger cars including qualified drivers for 14 days in Lakes State, for 7 days each.</p> <p>Delivery scope: Airport pickup and dropping, daily commuting and logistical support in Rumbek Center, Wullu, Cuiebet and Rumbek North. Tentative delivery date: November 16-29, 2022</p> <p>Car specs: Good mechanical condition, preferably Toyota Land cruiser (5 doors) or equivalent with functioning AC, clean and odorless. Seat capacity: minimum 4 passengers. Compliant with Local Traffic Regulation and Guidelines.</p>	Day	14		
Total Amount (USD)					

LOT 23: Lakes State Car Hire [Yirol East, Awerial, Yirol West and Rumbek East]

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	<p>Car hire. 2 passenger cars including qualified drivers for 14 days in Lakes State.</p> <p>Delivery scope: Airport pickup and dropping, daily commuting and logistical support in Yirol East, Awerial, Yirol West and Rumbek East. Tentative delivery date: November 16-29, 2022</p> <p>Car specs: Good mechanical condition, preferably Toyota Land cruiser (5 doors) or equivalent with functioning AC, clean and odorless. Seat capacity: minimum 4 passengers. Compliant with Local Traffic Regulation and Guidelines.</p>	Day	14		
Total Amount (USD)					

LOT 24: PFM events management services for Kuajok

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Tent hire for 150 pax	Set	1		
2	Chairs hire for 150 pax	Each	150		
3	Decoration including a podium	Each	1		
4	Sound System	Set	1		
5	Lunch for 150 pax	Each	150		
6	Water for 150 pax	bottle	150		
7	Soda for 150 pax	bottle	150		
8	Hire of cultural dancers	Each	1		
Total Amount (USD)					

LOT 25: PFM events management services for Torit

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Tent hire for 150 pax	Set	1		
2	Chairs hire for 150 pax	Each	150		
3	Decoration including a podium	Each	1		
4	Sound System	Set	1		
5	Lunch for 150 pax	Each	150		
6	Water for 150 pax	bottle	150		
7	Soda for 150 pax	bottle	150		
8	Hire of cultural dancers	Each	1		
Total Amount (USD)					

LOT 26: PFM events management services for Bor

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Tent hire for 150 pax	Set	1		
2	Chairs hire for 150 pax	Each	150		
3	Decoration including a podium	Each	1		
4	Sound System	Set	1		
5	Lunch for 150 pax	Each	150		
6	Water for 150 pax	bottle	150		
7	Soda for 150 pax	bottle	150		
8	Hire of cultural dancers	Each	1		
Total Amount (USD)					

LOT 27: PFM events management services for Aweil

Item	Description of Items/Specification	Unit	Qty	Unit Cost (USD)	Total Cost (USD)
1	Tent hire for 150 pax	Set	1		
2	Chairs hire for 150 pax	Each	150		
3	Decoration including a podium	Each	1		
4	Sound System	Set	1		
5	Lunch for 150 pax	Each	150		
6	Water for 150 pax	bottle	150		
7	Soda for 150 pax	bottle	150		
8	Hire of cultural dancers	Each	1		
Total Amount (USD)					

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications – as per Annex 3 Schedule of Requirements above	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS) – DAP, respective LOT locations.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time – Upon PO issue	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation – 120 days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms – Within 30 days upon acceptance of goods and receipt of invoice	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>[pls. specify]</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin: <i>(if export licence required this must be submitted if awarded the contract)</i>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
<i>Exact name and address of company</i> Company Name: Click or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.