

## Terms of Reference (TOR) for Supply of commercial items to 122 small business shops in Banadir, Garowe and Qardho.

**Location: Banadir, Garowe & Qardho -**

**Somalia. Donor: QRCS**

**Job Title: Small business commodities/commercial items for Shops.**

**REF No; Somalia/MOG/00097/2025**

### Background

Qatar Red Crescent Society (QRCS) is Humanitarian Organization working in more than 17 countries around the globe. Since its inception, QRCS has worked to improve people's lives, increase agricultural productivity, raise the standard of living within disaster affected and poor communities in rural populations and contribute to their economic recovery and resilience.

Achieving goods security for all is at the heart of QRCS's efforts to make sure people have regular access to enough quality goods to lead active, healthy lives.

To achieve its goals, QRCS cooperates with thousands of partners worldwide, from farmers' groups, to traders, from non-governmental organizations to other UN agencies

In this regard QRCS is looking for a competent bidder to supply commercial items to (Mogadishu, Garowe and Qardho).

### Overall Objective of the Procurement

The Overall purpose of the Procurement is.

(a) To get potential suppliers to supply good quality commercial items to QRCS project sites.

(b) To ensure the right type, quality and quantity of goods items are procured and delivered to QRCS project site (Banadir, Garowe and Qardho) the focus would be considering the type, quality and Quantity of goods supplies; company credibility and potential to supply the required items

**Based on the Objectives, the QRCS will aim at capturing the following from the supplier.**

Effectiveness	Suppliers can manage the time and perform the activities as per the plan.
Relevance	The supplier has qualified personnel who could run the delivery process with fewer difficulties and has relevant documents that explain its operation in the field of commodities procurement and supply in Somalia. Has experience in supplying general goods items.
Efficiency	The supplier should be delivering the services at a reasonable cost and has resources that perform work efficiently.

## **Scope of the Assignment and Methodological Aspects**

The supplier will be responsible for carrying out the entire process of the procurement and supply chain including distribution to the target beneficiaries at designated (122) distribution sites in three main cities while the supervision and final decision on how and when to distribute shall be the responsibility of QRCS.

### **The supplier should consider the following.**

- a) Specifications of the Small business commodities/commercial items for Shops given by QRCS
- b) Quality and quantity of Small business commodities/commercial items for Shops are supplied.
- c) Transportation to the project sites.
- d) All the procured of Small business commodities/commercial items for Shops is to be supplied to the project site (Banadir Qardho and Garowe).
- e) The vendor shall deliver the Small business commodities/commercial items for Shops to 122 distribution sites identified by QRCS.

### **1. TENDER BASIS:**

- All Tender Documents must be completed in full; otherwise, the application will be disqualified
- All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition in original papers.
- If Applicants have any additional request and conditions, this shall be stipulated in a separate letter accompanying the bid
- Each bid shall be valid for the period of 30-days from its date of submission.
- Bids shall be made in writing calculated in USD only and clearly stated on the appropriate forms
- The price schedule must include all information requested, including origin of materials
- The applicant shall attach a detailed timetable for carrying out the works and propose ways and means to realize the works
- Qatar red crescent will not be liable for any damage to the applicant person or property in the event that something should occur
- Qatar red crescent strongly recommend that all applicants take extra precaution when visiting/delivering supplies to a project site

### **2. PERFORMANCE STANDARDS:**

The work must undertaken in accordance with all relevant rules, regulations and statutes currently

in force in Somalia

### 3. ELIGIBILITY OF APPLICANTS:

#### Applicants cannot apply if they:

- Are bankrupt or in the process of going bankrupt.
- Have been convicted for an offense concerning professional conduct
- Have been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify)
- Have not fulfilled obligations related to payment of taxes.
- Are guilty of serious misinterpretation in supplying information.
- Are in situations of conflict of interest (with prior relationship to project or family or business relationship to parties on Qatar Red Crescent)
- Were declared at serious fault of implementation owing to a breach of their contractual obligations

#### The bidder/supplier requirements: -

- a) Detailed Company Profile for supply and trading
- b) Latest Certificate of incorporation (A valid registration certificate preferable from ministry of commerce)
- c) Taxi certificate last quarter 2025 federal state – Somalia ministry of finance
- d) Most recent Bank statements produced last six months (showing transactions/ account movement and current balance).
- e) Previous relevant experience working with NGOs and UN agencies in Somalia
- f) Quotation price (Price will be inclusive with all transportation, Loading and offloading and applicable tax )
- g) Delivery Location: poor host community in Banadir, garowe and Qardho as the primary location - Somalia.
- h) Currency: US Dollars

#### Supply of Commercial Items

##### Allocations

SNO	Type of Commercial Items	Mogadishu	Garowe	Qardho
1	General Goods/ commercial items	36	47	22
2	Textile Goods/ clothes items	14	3	0
	Grand Total	50 Packages	50packages	22 Packages
<b>Note to All Tender Participants:</b> All quoted prices <b>must include loading, offloading, and applicable taxes.</b> Any omission of these costs will result in the offer being				

considered incomplete. Prices should be valid for the duration of the procurement process and subject to confirmation before final contracting.

## BOQ for Each household/Shop

### 1. General Goods for one small business shop

No	List of 105 Small Business Shop Items	QTY	Unit	Unit Price	Total USD
1	LG Freezer (model 304 SLS)	1	pcs		
2	Liquid juice Mango (24 x 250 ml - pack)	1	Pack		
3	Shani carbonated soft drink, 24 x 320 ml - pack	1	pack		
4	Purified water (Dasani 24 x 500 ml -pack)	1	pack		
5	Barsoap for shower (Dove, 135gram each pcs)	48	pcs		
6	Dates (Emirates/Fakhir)	10	kilogram		
7	Clothes Shampo, Marwo( 6 x 2l -pack )	1	pack		
8	Body Location, Papaya, 600ml each pcs	12	pcs		
9	Barako tea from Kenya (40 x 250 gram - pack)	1	pack		
10	Cloves (whole buds/solid)	5	kilograms		
11	Snacks (e.g. chips lays 70g*22 bags per carton)	5	carton		
12	Mini Dubai Chocolate (27g x 144 Pack)	1	Pack		
13	Qamadi (wheat grain)	10	kilogram		
14	Cocunt oil 400 ml (brand name CbC )	24	pcs		
15	<b>Dacas</b> – Maskiin small size 12 xabo	12	pcs		
16	Insecticide <b>spray</b> (750 m x 24 -pack)	2	carton		

17	Popcorn packs (500g x 24 -pack)	1	Box		
18	<b>Galley (masago qallalan) – Dried maize</b>	5	kilograms		
19	Chewing gum (24pcs eah box)	5	Box		
20	Tomato paste (12 x 85g - pack)	2	Box		
21	cooking oil (Sun flower 3l x 6 -pack)	1	carton		
22	Milk powder ( Hayat 900grm x 12 - carton)	1	carton		
23	Dry cowpea (digir somali)	10	kilogram		
24	Vaseline - Original, 42g x 12 - pack)	1	Box		
25	Salbuko/Dry green beans	10	kilograms		
26	JUMBO DADI CHICKEN 24x48PZ	1	Box		
27	Barsoap for shower (Papaya, 125gram each pcs)	48	pcs		
28	Baby diaper (3,4,5,) confy (70 pcs each box)	2	box		
29	Glysolid Glycerin Cream - 250 ml	12	pcs		
30	Rice (Hamza)	25	kilogram		
31	white Flour	25	kilograms		
32	power Salt	25	kilogram		
33	Spaghetti( Mutlu, 500g x 20 -pack)	2	carton		
34	Macarona (Mutlu, 500g x 20 - pack)	2	carton		
35	Abuwalad Sandwich biscuit (90g x 6pcs each box)	10	box		
36	30x30cm Single Ply tissue	40	packet		
37	Shaving Razor (100 blades each box )	1	box		
38	Purified water (Dasani 12 x 1.5liters -pack)	2	Packs		
39	Hair shambo 400 ml (Fushami )	12	pcs		

40	Flavored milk (chocolate/strawberry, 60 pcs each box)	12	box		
41	Ginger tea	5	kilogram s		
42	Scrub sponges (sligac maacuunta )12 xabo	12	pcs		
43	Yogurt drink (Vanila/strawberry 500ml x 24 Pack)	1	carton		
44	Female diaper Billan (28 pcs each carton)	24	carton		
45	Vimto Fruit Cordial Syrup In Glass Bottle (1liter)	12	pcs		
46	Laundry bar soap, brand name smart (20 boxes each carton, five pcs each box)	1	carton		
47	fixiso yaryar (Bakery yeast 7g x 24 -pack)	1	pack		
48	four clour pen ( 24 pcs each box)	1	box		
49	Detergent (Fasclean 100g x 100 pcs - Pack)	2	Pack		
50	Cinnamon (whole/solid)	5	kilogram		
51	white sugar	50	kilogram s		
52	pencil (12pcs each box)	5	box		
53	Canned Tuna (Omar, 95gram x 48 pcs - pack)	48	pcs		
54	Cardamom (Heel)	5	kilogram		
55	fasuliyad (canned soybean, 425g X 12 - pack)	1	pack		
56	<b>Kabaha caagga</b> – Plastic slippers <b>mixed size</b>	12	pcs		
57	Shanlo ( Hair comb for all 18cm)	12	pcs		
58	Sooper biscuit (200gram)	96	pcs		

59	Air freshener spray for household & office (350ml)	24	pcs		
60	Holi lollipop (Nacnac kuleeyl, 400gram each packet)	1	Packet		
61	Note book (60 sheets, 12 pcs each set)	2	set		
62	Note book (100 sheets, 12pcs each set)	2	set		
63	Carbonated soft drink (450ml) (Fanta, Coca, etc)	24	pcs		
<b>Total Cost for one Shop</b>					<b>\$0.00</b>
<b>Total cost for 105 Shops</b>					<b>\$0.00</b>

**Note to All Tender Participants:**

All quoted prices **must include loading, offloading, and applicable taxes**. Any omission of these costs will result in the offer being considered incomplete. Prices should be valid for the duration of the procurement process and subject to confirmation before final contracting.

**Textile Items for one Shop (Ganacsiga Dharka)**

NO	Women's Clothes List	Unit	Qty	Price USD	Total USD
1	women clothes baati bac yare	daaqo	10		
2	shaati Rag	xabo	12		
3	Xijaab jajab - Turkey	daaqad	5		
4	Khamiisyo – yaryar	xabo	12		
5	Dirac iyo Garbasaar baati ah	xabo	20		
6	Xijaab Nairobi ah	daaqad	5		
7	Xijaab Trukey	daaqad	2		
8	Dirac (Karis bac weyne ah)	xabo	5		

9	Go' Sariir Hal nafar (10 units each darsin)	Darsin	2		
10	Sarwaalo Gabdho halaf waa wayn iyo yar yar 24 xabo (Mix Size)	xabo	24		
11	Open dress	daaqa	1		
12	indonsia baati (Dirac iyo Garbasaar -suit)	xabo	20		
13	Garbasaar liisho 5 xirmo (5 pcs each Xirmo)	xarmo	5		
14	Garamo – waaweyn iyo yaryar 24 xabo	xabo	24		
15	Funaado gacmo dheer ah rag (Men's long-sleeve T-shirts)	xabo	12		
16	Macawiso yar yar 12 xabo	xabo	12		
17	Double bed sheet(Go Sariir labo nafar, 10pcs each darsin)	darsin	2		
18	baati bac weyna 3 daaqa (30yard each Daqad)	daaqa	3		
19	Maxi dress jiidjiid (female underwear vests/Garamo)	xabo	12		
20	karis baati bac yare (10 pcs each darsin)	darsin	2		
21	Garbasaaro bac dhexe(10 pcs each darsin)	darsin	3		
22	Googarad	xabo	40		
23	Xijaabo dumar jijjiid – waaweyn	daaqad	3		
24	Harqaan (Sewing Machine - electric one)	xabo	1		
	Total Cost for one shop				\$0.00
	Total cost for 17 Shops				\$0.00
<p><b>Note to All Tender Participants:</b>                  All quoted prices <b>must include loading, offloading, and applicable taxes</b>. Any omission of these costs will result in the offer being considered incomplete. Prices should be valid for the duration of the procurement process and subject to confirmation before final contracting.</p>					

### Language of the Bid

The bid, all correspondence & documents relating to the bid shall be in English language.

### **Cost of Bidding**

The bidder/s shall bear all costs associated with preparation and submission of its bid. QRCS will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

### **Clarification of Bidding Documents**

A consultant/contractor requiring any clarification shall notify QRCS in writing or by telephone & QRCS will respond in writing to any request prior to the deadline

### **Amendment of Bidding Document**

At any time prior to the deadline for submission of bids QRCS may for any reason whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents. The amendment will notified in writing or by email or letter to all prospective bidders, who have received the bidding documents & will be binding on them.

To allow prospective bidders responsive time in which to take the amendment into account in preparing their bids, QRCS may, at the discretion, extend the deadline for the submission of the bids.

### **Bid Currencies**

The bids prices shall quoted in US Dollar (USD).

### **Bids Prices**

- The bidders shall indicate the unit price where possible and the total bid price of the Work separately (for each work) including transportation cost to the project location.
- Prices quoted by the bidder shall be fixed for a period of four months i.e., during evaluation, contract award and implementation.

### **Criteria Award**

The contract shall awarded to the most economically advantageous tender/bid that meets quality, specification, delivery, price, and good terms of payment. QRCS is not bound to accept the highest, lowest or any other tender or bid and is not bound to give any reasons thereof. QRCS right to vary quantities at the time of the award.

QRCS reserves the right at the time of award of contract to increase or decrease by up to 10% the quantity of work specified in the technical specification.

### **QRCS right to accept any bid and reject any or all bids**

QRCS reserves the right to accept any bid and to annul the bidding processes and reject all bids at any time prior to the award of the contract.

Should you be interested and have the capacity to provide the service above, QRCS request you to collect the Terms of reference (TOR) documents from the following address: link <https://somalijobs.net/> or contact **procurement person for Qatar Red Crescent 0616989691**

Hard documents of the application “**QRCS- Goods packages for Mogadishu, Garowe and Gardho**” should submitted to QRCS main office in Mogadishu-Somalia; behind Qatar Embassy Next Peace University Wadajir District Mogadishu. The deadline for submission of bids is **27 October 2025 at 4.00PM.**

#### **Logistic officer**

**Qatar Red Crescent Society  
Bashir Abdulkadir Omar**

**Head of Programs  
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Dr. Alfatih Alameen Alzaki**

#### **Project Manager**

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