

WARDI Relief and Development Initiative

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REQUEST FOR QUOTATION (RFQ)

| | |
|-------------|---|
| All bidders | Date: 19.08.2024 |
| | Tender bid for Procurement of Provision of water through water trucking 2000 households in Banadir, kahda district Somalia. |
| | Tender Reference#: Procurement of Provision of water through water trucking/2024. |

1. Introduction

WARDI is one of the leading national non-governmental organizations in Somalia with operational presence across six regions in South Central. Founded in 1993 and dully registered with the Federal Government of Somalia, WARDI's mission is to provide dignified support to people affected by crises to enable them lead a dignified and prosperous life. WARDI has offices in Mogadishu, Beledweyne and Buloburte in South Central as well a liaison office in Nairobi. WARDI specializes in responding to humanitarian emergencies, bridging the gap between crisis and resilience as well as long-term developmental projects with track record in implementing high quality health and nutrition, food security and livelihood, education, protection and WASH interventions. Our programming has the distinct attributes of applying bottom up approach that puts the communities, local authorities and governments (National and Federal states) we work with at the center of our programs.

2. Description of the goods/services

With funding from Somalia Humanitarian Fund (SHF), WARDI is implementing Provision of lifesaving integrated WASH, nutrition, and health services to the vulnerable communities affected by the climatic shocks in Kahda district, Banadir Region. WARDI is looking for offers from reputable, well established and experienced Procurement of Provision of water through water trucking in Banadir Region. All the specifications related to the materials are indicated below.

• Bill of quantities

Bidders are required to use this sample detailing good /services to be procured / delivered per unit/duration, quantity, unit costs in USD and total cost in USD including transport, maintenance, human resource or other costs:

| Procurement of Provision of water through water trucking 2000 households in Banadir Region. | | | | | |
|---|--|-----------|-----------------------|------------|-------------|
| # | Item description | Liter/day | Quantity | Unit Price | Total Price |
| 1. | Procurement of Provision of water through water trucking/voucher system 2,000 households in Banadir, Kahda district Somalia. | 45 | 2,000 HHs for 60 days | | |
| Total amount | | | | | |

- **Technical and quality specification of the good/service**

Bidders are required to use this sample detailing good /services to be procured by their technical and quality specifications:

- **3. Requirements of the bid**

1. Company profile with detailed physically verifiable contact address
2. Registration certificate.
3. Quotation price. Or Annex (A) Signed and stamped
4. Child Protection Polices Agreement or Annex (B) Signed and stamped
5. Code of Conduct at Child Protection or Annex (C) Signed and stamped
 - a. Validity of the quotation: 14 days
 - b. Delivery location: WARDI Mogadishu Office.
 - c. Currency: US Dollars
 - d. Payments: Within 14 days after receipt of invoice
 - e. Completeness of documentations: Partial bids will not be accepted.
 - f. Language: English
 - g. Additional information submitted: company profile and registration. WARDI reserves the right to ask for more documentation.
 - h. Bids: Bids should be submitted on a company letterhead with stamp and date of the quotation when submitting the bid. The bid should be signed by the responsible person and indicate the person's function and full name in capital letters.

- **4. Instructions to bidders**

- All correspondence and documents related to the quotation procedure, contracts and reporting shall be written in English.
- The financial offer must be drawn up using the BOQ form under paragraph 2. The BOQ form can be typed or hand-written with indelible ink, including the company logo and responsible persons.
- Offered prices must be quoted in USD. All Prices should be inclusive of all applicable taxes (VAT) if any.
- Terms of delivery should be indicated.
- Offered prices should be inclusive of delivery and transportation costs of the materials to the target project sites. No additional fee will be paid for transportation.
- Price must be valid and fixed for a period of 60 days from the deadline of the offer submission.
- No major modification will be accepted from the moment the offer is received.
- This RFQ does not commit WARDI to enter into any contract or agreement for products or services with any supplier responding to it.
- WARDI reserves the right to accept or reject any quote, to annul the solicitation process and reject all quotes at any time prior to award of PO, without thereby incurring any liability to the affected vendor.
- Evaluations of Quotations: Only complete bids that include full documentation will be evaluated and bids that don't fulfill all requirements listed will be excluded from the evaluation.

- An Award of a Purchase Order (PO)/Contract: a PO/Contract will be awarded to the bidder with the most economic bid (price and technical qualifications). The successful bidder will sign a PO/Contract with the General Conditions of Contract for Procurement of Goods or Services.

5. Submission of bids

Interested and eligible companies with sound capacity and relevant experience in similar service are hereby invited to submit their quotations at WARDI Mogadishu Office, Somalia.

Original sealed envelopes with quotations should be dropped at the above mentioned office address with latest time by 4:00 pm Local Time on **31th August 2024**. All inquiries and request for clarifications should be addressed to procurement@wardi.org

6. General conditions of the contract

- Payments shall be approved by WARDI Program director and made in US Dollar within 14 (fourteen) days only by bank cheque after the presentation of regular invoices backed by certificate of interim or completion of works/Goods Received Note.
- Payments will be made by WARDI Main office through bank cheques with the following schedule time:
- The successful supplier will be informed in writing that its tender has been accepted (Notification of award or Communications)