

**REF: PR-SM-KIS-2024-006W****Date: 01/08/2024**

To: All qualified suppliers

**INVITATION TO SUBMIT BID FOR THE PROCUREMENT OF 1505 WASH NON-FOOD ITEMS AND DISTRIBUTION FOR KISMAYO AND DHOBLEY IDPs CAMPS.****General Conditions for Tender**

1. **Scope:** ALIGHT formerly known as American Refugee Committee (ARC International) invites tenders for the supplies/works described and summarized in accordance with procedures, conditions and contract terms, as prescribed in the tender documents. ALIGHT reserve the right to vary the quantity of work/materials/supplies specified in the Tender Documents without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.
2. **Language:** As determined by ALIGHT, the working language of this tender is English. Other languages will not be accepted.
3. **Qualifying and Conditions:** The main criteria for admission to the tender are as follows:
  - a) Official Quotation with company's letter head, stamp and signed in the attached BOQ provided no revisions allowed after submitted.
  - b) Delivery lead time
  - c) Fill completely including all attached forms.
  - d) Certificate of Registration with the relevant Government certifying Authority.
  - e) Company profile
  - f) Good track-record and references from previous clients (similar tasks) with telephone contacts and emails of at least three referees.
  - g) Proof of the above must be provided at least three contracts.
  - h) Submission of the latest certified bank statement of the applying entity for at least last 6 months.
  - i) Submission of Tax compliance certificate

**Tender Basis:**

1. All Tender Documents must be completed in full, incomplete applications will be disqualified.
2. All Applicants will submit their Financial and technical proposal will be hand delivery at ALIGHT Kismayo Office.
3. Bids shall be made in writing calculated in USD only and clearly stated on the appropriate forms.
4. All prices must include all taxes, compulsory payments, levies and duties, including Sales Tax (if applicable).
5. The price schedule must include all information requested, including origin of materials.

6. ALIGHT is not liable for any damage to the applicant person or property in the event that something should occur. ALIGHT strongly recommends that all applicants take extra precaution when visiting/delivering supplies to a project site and get their supplies insured if possible.
7. Payments: Payment will be made upon satisfactorily completed the work and technical report (if any) of work done at the location mentioned in tender notice within 10 days after receiving an invoice.
8. Performance Standards: The works must be undertaken in accordance with all relevant rules, regulations and statutes currently in force in Somalia.

Location	Project	Activity Description	Deadline Submission
Kismayo	WASH	<b>Procurement of 1505 WASH non-food items and distribution for Kismayo and Dhobley idps camps</b>	14 <sup>th</sup> August 2024

**Tender Documents and Bid Delivery:** All tender documents are available in the below link. Financial and technical proposal with sealed and stamped envelope will be delivered by hand and drop into ALIGHT Tender box in Kismayo office on or before 14th August 2024 Time: 04:00PM Dalxiska. The envelope will be clearly marked with the precise reference of the invitation to which it is a response and the name of the applicant. Tenders delivered after the specified date & time will not be accepted. Any queries related the bids can be directed either in writing to: [smprocurement-kis@wearealight.org](mailto:smprocurement-kis@wearealight.org) or telephone: Telephone [+252 618911122](tel:+252618911122)