



Ministry of Finance and Planning

PROJECT MANAGEMENT UNIT

(Enhancing Community and Local Governance Project Phase II)

**Request for Bids
Small Works**

(One-Envelope Bidding Process)

Open National Competitive Procurement

Employer: Ministry of Finance and Planning

Project: Enhancing Community Resilience and Local Governance Project Phase II

Contract title: Renovation of Local Government Board Office Building

Country: South Sudan

IDA Grant No.: IDA-D980-SS

RFB No: SS-MOFP-471132-CW-RFB

Issued on: 26th June, 2025

1. The Ministry of Finance and Planning has received financing from the World Bank toward the cost of the **Enhancing Community and Local Governance Project Phase II (ECRP II)** and intends to apply part of the proceeds toward payments under the contract for **Renovation of Local Government Board Office Building**. For this contract, the Borrower shall process the payments using the Direct Payment disbursement method, as defined in the World Bank's Disbursement Guidelines for Investment Project Financing.
2. The Ministry of Finance and Planning now invites sealed Bids from eligible Bidders for **the Renovation of Local Government Board Office Building as per the Schedule of Requirements below:**

No	Contract Description	Location	Completion Period	Bid Security Amount (USD)
1.0	Renovation of the Local Government Board Building	Local Government Board Compound, (Opposite Bank of South Sudan), Juba Town, South Sudan	6 months	4,000.00

3. **There will be no margin of preference.**
4. Bidding will be conducted through Open National Competitive Procurement using Request for Bids (RFB) as specified in the World Bank's "Procurement Regulations for

IPF Borrowers- Procurement in Investment Projects Financing” **July 2016 and 5th Edition, September 2023 (“Procurement Regulations”)**, and is open to all eligible Bidders as defined in the Procurement Regulations that must have the following:

(A): A Bidder registered within South Sudan:

#	Eligibility Criteria	Documents required
1.	Valid registration of business/company in South Sudan Valid Certificate of Incorporation or equivalent	Certificate of Incorporation from the Ministry of Justice including the renewal stamps at the back page of the certificate.
2.	Valid Operating License	Operating License from the Central Equatoria State
3.	Tax Identification	Tax Identification from the South Sudan Revenue Authority
4.	Valid Tax Certificate	Valid Tax Certificate from the South Sudan Revenue Authority

(B): The Bidder registered outside South Sudan: authenticated copies of the following should be provided in the bid

- (i) Valid Legal Status of Company
 - (ii) Certificate of Incorporation and necessary legal permits to conduct business.
 - (iii) Valid Income Tax Clearance certificate from home country indicating that company has duly paid all its tax liability over the last two years.
5. Interested eligible Bidders may obtain further information from the **Project Manager (ECRP II), Project Management Unit of Ministry of Finance and Planning** and inspect the Bidding document during office hours at the **Office of the Project Management Unit of Ministry of Finance and Planning** from **0900 to 1700 hours South Sudan local time** on working days at the address given below.
6. The Bidding document in **English language** may be purchased by interested eligible Bidders upon the submission of a written application to the address below and upon payment of a nonrefundable fee of **Six Hundred Thousand South Sudan Pounds (600,000.00 SSP)** or its equivalent in United States Dollars. The method of payment will be Cash to the Project Finance Officer. The document will be sent by email, on instruction of the bidder or picked in person by bidders, whichever is convenient.
7. Bids must be delivered to the address below on or before **10:00 hours Local Time on 25th July 2025**. Electronic Bidding **will not** be permitted. Late Bids will be rejected. Bids will be publicly opened in the presence of the Bidders’ designated representatives and anyone who chooses to attend at the address below **10:00 hours Local Time on 25th July 2025**.
8. All Bids must be accompanied by a Bid Security of **Four Thousand United States Dollars (US\$4,000)** from a **reputable Bank in the form provided in this Bidding document and shall be valid 28 days after bid validity period**.
9. All Bids must be accompanied by a Sexual Exploitation and Abuse (SEA) and/or Sexual Harassment (SH) Declaration.

10. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful bidder's beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the bidding document.
11. The addresses referred to above are:

Address for information, inspection and purchase of Bidding Document is as stated below

**PROJECT MANAGEMENT UNIT
MINISTRY OF FINANCE & PLANNING,
LOCATION: LOCAL GOVERNMENT BOARD COMPOUND,
(OPPOSITE BANK OF SOUTH SUDAN)
JUBA TOWN**

Attention: Project Manager (ECRP II)

Email: procurement.ecrp@gmail.com

Address for Bid submission

**PROJECT MANAGEMENT UNIT
MINISTRY OF FINANCE & PLANNING,
LOCATION: LOCAL GOVERNMENT BOARD COMPOUND,
(OPPOSITE BANK OF SOUTH SUDAN)
JUBA TOWN, SOUTH SUDAN**

Attention: The Project Manager (ECRP II)

Address for Bid opening

**CONFERENCE ROOM,
PROJECT MANAGEMENT UNIT
MINISTRY OF FINANCE & PLANNING,
LOCATION: LOCAL GOVERNMENT BOARD COMPOUND,
(OPPOSITE BANK OF SOUTH SUDAN)
JUBA TOWN – SOUTH SUDAN**