



The National Bureau of Statistics

Invitation for Bids

(Sample advert to be placed in Tender Portal NBS, Notice board and E-mail)

Bid title: Bid for Supply Toyota Vehicles and ICT Equipment for NBS for FY 2025/26

Invitation for Bids (IFB) No: NBS/2025 - 26/G/001

Issued on 15th/June/2025.

Bids Opening date: 25th/06/2026.

1. The Government of South Sudan has allocated funds for the operation of the National Bureau of Statistics (NBS) and part of funds will be used to cover eligible payment under the contract for Supply of Vehicles Toyota Land Cruiser, Hard top and ICT Equipment to NBS for FY 2025/26.

2. The National Bureau of Statistics (NBS) is now inviting the sealed bids from eligible bidders for Supply of Vehicles in the Juba City for the FY 2025/26.

These bids are only for South Sudanese who are eligible registered with directorate of PPDA and has experience with similar work for at list three years in South Sudan.

(a) Specifications. Lot: 1

S/N	Description	Qty.	Model	Brand	Steering side	Door	Transmission	Fuel type	Air C.
1	H.T. L.C	14	2025	white	Left driver	5	Manuel	Diesel	Full
2	Prado TXL	10	2025	white	Left driver	5	Automatic	Petrol	Full
3	Double Cabin L. C. Pick-up	4	2020-2024	white	Left driver	4	Manuel	Diesel	Full
4	V6. L. Cruiser	2	2025	white	Left driver	5	Automatic	Petrol	Full
5	Staff Bus Mitsubishi coaster	2	2020-2024	white	Left driver	2	Manuel	Diesel	Full

(b) Specification: Lot: 11



S/N	ITEMS DESCRIPTION	UOM	QTY
1	Lenovo ThinkPad (black) E series E16, gen 3- Ci7/intel core ultra-1 TB- 32 GB	Pcs	130
2	Apple laptops(grey) MacBook pro Ci7-1TB-32 GB	Pcs	3
3	Hp Printers-LaserJet pro4301 fdw colour wireless multifunction printer with (fax, copy, scan and print	Pcs	13
4	Heavy duty Printers-KYOCERA MZ4000i, colour wireless multifunction printer	pcs	3
5	Tablets (iPad) Microsoft surface 11 x elite 32-1tb window 11 pro Tara zir-00007 platinum	Pcs	34
6	Projector, with overhead board/screen	Pcs	5
7	Portable power banks for computers and printers	Pcs	50
8	External hard drive 1TB	Pcs	15

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures as specified in the Public Procurement and Disposal of Assets Act, 2018 and Public Procurement and Disposal of Assets Regulations 2024 and is open to all eligible South Sudanese only bidders as defined in the Act and the Regulations. Bidders must present proof of their Registration with PPDA as provided in the Act and the Regulations.

4. Interested in eligible Bidders may obtain further information from the Head of Procurement Unit of NBS, Mobile No.+211923037643, E- mail. yallijoseph@gmail.com and inspect the bidding documents during office hours 9:00 am to 3:00 pm Juba time at the address given below.

5. Bids must be delivered to the address below or before **11:00 am, Wednesday 24th/June/2026**. 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 on **Thursday /25th/2026**.

6. The address referred to above is: National Bureau of Statistics of the head of Procurement Unit, opposite Eco- Bank Ministry Road, Juba City. Contact No: **+211923037643**,

Procurement Manager- NBS.

SECTION II: INSTRUCTIONS TO BIDDERS.

1. The delivery site will be at National Bureau of Statistics office headquarters, and it should be completed within three months (3 months) after acceptance of quotation sign contract.



2. The Bidder shall attach the following documents to its quotation;
 - ❖ A valid Business License.
 - ❖ Valid VAT and TIN certificate.
 - ❖ A list of performed contracts in the last (3) years of similar nature including the names and addresses of the Employers for verification.
3. The contract shall be for all quantities as described in Lot I and II.
4. Corrections, if any shall be made by crossing out, initialing, dating and rewriting.
5. All duties, taxes and other levies payable by the Contractor under the contract shall be included in the total price.
6. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
7. The prices should be quoted in US Dollars and submitted without any alterations and no substitute shall be accepted.
8. The payment will be made by US Dollars (\$).
9. Quotation shall remain valid for a period of forty-five days (45) days after the deadline for submission.
10. The quotation shall be completed and signed by an authorized representative of the bidder. For this case a duly notarized Power of Attorney must be submitted together with this quotation.
11. The PE will evaluate and compare the quotations in the following manner:
 - ❖ Preliminary Examination; to determine substantially responsive quotations i.e. which; are properly signed and confirm the terms and conditions of the invitation for quotations.
 - ❖ Quotations determined to be substantially responsive will be checked for any arithmetic errors. In case of any arithmetical discrepancy between the unit rates and quoted amount, then the unit rate shall prevail both for the evaluation of quotation and for subsequent contract agreement.
12. Comparison of quotations; in evaluating the quotations, the evaluation committee will determine for each quotation the evaluated quotation price by adjusting the quotation prices as follows;
 - (a) making any corrections for errors, excluding provisional sums and the provisions, if any, contingencies in the bids, but including Dayworks, were priced competitively,



(b) making appropriate adjustment for any other acceptable variations, deviations or omission and;

(c) making appropriate adjustments to reflect discounts for the award or other price modifications offered.

13. The PE will award the contract to the Bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

14. The PE reserves the right at the time of contract to award increase or decrease up to fifteen percent (15%) of the quantity of works originally specified in the Bill of Quantities without any change in unit price or other terms of conditions and this shall be reflected in the form of contract.

15. Notwithstanding the above, the PE reserves the right to accept any quotations and reject all quotations at any time prior to the award of contract.

16. The Procuring Entity reserves the right to reject an Abnormally Low Bid in which the Bid price, in combination with other constituent elements of the Bid, appears unreasonably low to the extent that the Bid price raises Goods concerns as to the capability of the Bidder to perform the Contract for the offered Bid price.

17.1 In the event of identification of a potentially Abnormally Low Bid, the Procuring Entity shall seek written clarifications from the Bidder, including detailed prices, analyses of its Bid price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document.

18. After evaluation of the price analysis, if the Procuring Entity determines that the Bidder has failed to demonstrate its capability to perform the Contract for the Bid Price offered, the Procuring Entity shall reject the Bid.

19. The Bidder whose bid is accepted, will be notified for the award of contract by the PE price or to expiration of the quotation validity period. [The LPO including all conditions and terms of payments should be furnished to the Contractor with this invitation for quotations]

20. The bidder has the right to seek review of procurement decisions pursuant to Section 78 of the Public Procurement and Disposals Act 2018, and Regulations 214 of the Public Procurement and Disposal of Assets Regulations 2023

