**TERMS OF REFERENCE (TOR)**

**INVITATION TO BID**

**TENDER NO. *Jowhar008: Provision & Distribution Of 2 Months of water trucking & purchase of water bladders and installation-Jowhar***

Shabelle Education Umbrella-SHEDU is local humanitarian organization that has been working in Middle Shabelle Region since 2003, We are committed to achieving our core vision of caring for the people of concern in Somalia where we work. Our goal is to provide vulnerable communities in Jowhar with access to basic needs including Water, Sanitation, and Hygiene (WASH), Education, GBV, and Livelihood Support.

Shabelle Education Umbrella-SHEDU has been implementing the project which aiming provision of 2 months of water trucking to vulnerable people in the Jowhar rural Villages district, especially in Jowhar rural Villages town and surrounding villages namely Xaanshooleey, Maxaa kaa reebay, Xayoley, Towfiiq and Garaash of Jowhar district.

Shabelle Education Umbrella-SHEDU hereby invites qualified bids for the implementation of the following activities:

|  |  |  |
| --- | --- | --- |
| **SN:** | **Details** | **Contents of the Work and Procedure** |
| 1 | **PROVISION & DISTRIBUTION OF 2 MONTHS OF WATER TRUCKING & PURCHASE OF WATER BLADDERS IN THE JOWHAR RURAL VILLAGES DISTRICT UNDER THE MIDDLE SHABELLE REGION.***The water should be delivered directly to the homes of the allocated House Holds in the respective towns.* | As per the RFQ/BoQs and Allocations Sheet |

Please note Tender document with detailed specifications will be available and collected at the logistics unit of the SHEDU Jowhar office from  **15th June – 25thJune 2023 (05:00 PM).**

Interested and eligible contractors with sound capacity and relevant experience in similar work are hereby invited to collect the tender document from Shabelle Education Umbrella.

**Requirements for Tender Documents**

1. Validity of the Quotation: **90days**
2. Delivery Time: **ASAP**
3. Delivery Location: ***Jowhar***
4. Company Profile with detailed physically verifiable contact address.
5. Most recent Bank statements (printed in last 6 months), with full details of account movement.
6. Valid Hirshabelle Registration certificate.
7. Tax Clearance from the Ministry of Finance
8. Evidence of Past Experience in a similar/relevant work (civil works/rehabilitation, etc)
9. Currency: US Dollars
10. Payments: Within 30 days after receipt of the invoice
11. Completeness of documentation: Partial bids will not be accepted.
12. Language: English
13. Bids: Bids should be submitted on the SHEDU RFQ signed and fully stamped.
14. Evaluations of Quotations: Only responsive bidders to the technical specifications of the bid will be evaluated.
15. Award of a Purchase Order/Contract: PO/Contract will be awarded to the lowest acceptable priced technically qualified bidder. The successful bidder will sign a Contract (Purchase Order) as per the Shabelle Education Umbrella-SHEDU General Conditions of Contract for the Procurement of Goods or Services.

**Notes:**

Suppliers who have the capability to deliver are welcome to submit their documents to Shabelle Education Umbrella. The submissions should be made in two separate SEALED envelopes, each clearly marked with the quotation reference number mentioned above, as well as the following details:

* One envelope containing all the technical and administrative documents, appropriately marked as technical docs.
* One envelope containing all financial documents, including BoQs/RFQs.
* Please note that failure to comply with these instructions will result in automatic disqualification.

**Tender Duration and Deadline**

The tender document with detailed specifications and terms and conditions will be at the logistic unit of Shabelle Education Umbrella at SHEDU Compound. The deadline for submitting bids is between June 15th to 25th, 2023 **(05:00 PM).** and ***any tender or documents received later than this date*** and time ***will not be accepted***. The sealed envelopes should be dropped at Shabelle Education Umbrella Tender Box at below address,

SHEDU Main Office, opposite to Beder Hotel and main road which links Jowhar to Mogadishu or central regions next to Farjano Company Compound