

CALL FOR TENDER SOMALI FAMILY SERVICE SFS SOMALIA

Instructions to Bidders

Tender Ref No : T/S003/6.1.6/Dhoobley/03-05-2026

Issue Date: 03/05/2026

Closing Date & Time: 17/05/2026

1- Purpose

Somali Family Service (SFS) invites qualified suppliers, contractors, and service providers to submit sealed quotations for the supply of goods, works, or services as described in the attached RFQ or BOQ.

2- Scope of Supply

The bidder shall provide the goods, works, or services according to the specifications and quantities stated in the Offer Form.

Delivery Location: Dhoobley
Required Delivery Period: 7 days
Quotation Validity: Minimum 30 days

3- Required Documents

- Completed and signed Quotation/Offer Form.
- Valid Business Registration Certificate.
- Tax Registration Certificate (if applicable).
- Copy of National ID or Passport of the owner/authorized representative.
- Company Profile (optional).
- At least two references for similar work or supply (if applicable).

Incomplete submissions may not be considered for evaluation.

4- Submission of Bids

Bids may be submitted by email or in a sealed envelope addressed to Somali Family Service (SFS) Email: operations@ussfs.org

Office Address: Garowe, Puntland, Somalia

The envelope or email subject line must clearly indicate the Tender Reference Number(T/S003/6.1.6/Dhoobley/03-05-2026) Late submissions will not be accepted.

5- Evaluation Criteria

Criteria	Weight
Compliance with specifications	25%
Price competitiveness	45%
Delivery time	5%
Experience and references	25%

SFS reserves the right to request clarifications and supporting documents during evaluation.

6- Award of Contract

The contract will be awarded to the bidder offering the best value for money while meeting the required specifications, quality standards, and delivery requirements. SFS is not obliged to award the contract to the lowest-priced bidder.

7- Ethical Conduct

SFS maintains a zero-tolerance policy towards fraud, corruption, bribery, collusion, and any unethical practices. Any bidder found engaging in such activities will be disqualified.

8- Rights of SFS

- Accept or reject any bid.
- Cancel the tender process without awarding a contract.
- Request additional information or clarification from bidders.
- Negotiate with the selected bidder where necessary.

9- Acceptance

By submitting a quotation, the bidder confirms that the information provided is accurate and agrees to comply with the terms and conditions of this tender.

10- Bidder Declaration

Company Name: _____

Authorized Representative: _____

Signature: _____

Date: _____

Company Stamp: _____