



Expression of Interest (EOI)
Support to Elections and Democratic Processes Project, Sudan
EOI/JUBA/ SEDPP/09/003
Provision of Transport Services to all 10 states of Southern Sudan

1. Job Description

UNDP Southern Sudan calls for **Expressions of Interest (EOI) from international and national firms**, who have the capacity to formulate, manage, and implement specific components of the Support to Elections and Democratic Processes Project as detailed in the scope of work. Firms and institutions, associations and/or consortiums may express interest in all lots, individual lots or parts thereof. Firms having presence and experience within the region are highly encouraged to participate. UNDP may enter into Long Term Agreements (LTA) with the short-listed firms following a competitive bidding process.

2. Background

Project Objectives:

The main purpose of the Support to Elections and Democratic Processes Project (SEDP) is to provide assistance to the electoral process in Sudan and to promote the participation of voters and civil society in the process. The Project will provide support to the National Elections Commission (NEC) and its subsidiary bodies – Southern Sudan Elections High Committee, State High Committees, the Political Parties Affairs Council (PPAC), and other stakeholders in the democratic process such as the media and civil society, political parties and domestic observers.

2. Scope of the Work

Background

Support to Elections and Democratic Processes Project is looking for the services of logistic company that provide road transportation for supply of goods to different places in the 10 States of Southern Sudan. The provision of logistic services will be required in Southern Sudan in all the States including State Capitals, Counties and Payam levels. This requires the ability of the contractor to arrange road transportation through trucks to different areas in all the 10 states of Southern Sudan.

Specific tasks for the designer/contractor

1. Distribution of voter and civic education printed material to all the 10 State Capitals

2. Distribution of voter registration training material to all the 10 State Capitals and then to the County and Payam levels.
3. Distribution of election related training material to all the 10 State Capitals and then to the County and Payam levels.

Qualifications

1. Contractor must be a transportation and logistic firm with prior experience of similar projects and also having its own transportation fleet (trucks).
2. Contractor must be experienced in commercial transportation services.
3. Contractor must have experience in managing large scale movement of goods to remote areas.
4. Contractor must guarantee timely delivery of items.

Period

The framework agreement would cover a period ranging from 5-10 days of delivery.

3. Information Required in the Response:

The provision of the pre-qualification information should include all relevant documents that are essentially required for the meeting the pre-qualification criteria as well as enable the project management to undertake the evaluation. Service providers must provide the information that they are qualified to perform the services required during the course of the proposed project.

Description of LOTs	Documents Required
<p>Lot 4: Provision of Transport Services</p>	<ol style="list-style-type: none"> 1. Profile of the firm / company 2. List of contracts for transportation with total cost and name of client 3. Indicate the coverage of contracts for South Sudan (name of states covered) 4. Provision of audited reports and / or financial accounts showing the financial strength of the firm for last 2 years 5. List of employees of the firms, professional and technical with their qualification and experience 6. List of trucks, name and type available in the fleet

4. Application as a Joint Venture

Service providers may bid in a Joint Venture to enhance their offering. In a joint venture, the companies are jointly and severally responsible for the tasks assigned.. The pre-qualification request must identify one member as prime applicant and must clearly state the role to be played by each member of the joint venture in providing the services envisaged in Section 2 under the scope of work.

4. Evaluation of the Expression of Interest

For the purposes of pre qualification following criteria has been developed, which will be applied to the submitted Expression of Interests.

S.No.	Category	Service Provider (Pre qualify (yes or no))					
		A	B	C	D	E	F
1	Company structure and organization						
2	Financial capability						
3	Resources						

5. Important Dates

The important dates for the pre-qualification process are:

Activity	Date
Last date of receiving queries	08 August, 2009
Last date for submission of the pre-qualification documents	10 August, 2009

All documents should be submitted not later than **August 10, 2009 at 4:30 pm** to:

Reference: EOI/JUBA/ SEDPP /09/003
Azhar Saeed Malik, Deputy Project Manager
Support to Elections and Democratic Processes Project
 Southern Sudan UNDP Office
 UNDP Compound Juba, Southern Sudan
 Or email
 Email: azhar.malik@undp.org

Not later than **August 10, 2009 at 4:30 pm**. For more information on UNDP in Sudan, please consult the CO Website Sudan (<http://www.sd.undp.org>).