



**THE REPUBLIC OF SOUTH SUDAN
MINISTRY OF AGRICULTURE AND FOOD SECURITY (MAFS)
SINGLE PROJECT COORDINATION UNIT (SPCU)**

**SUSTAINABLE AGRICULTURE DEVELOPMENT PROJECT
(SADEP)**

**REQUEST FOR EXPRESSION OF INTEREST
For**

**Non Government Organizations (NGOs) Services as Implementing
Agency for SADEP in the Target Areas.**

Ref No: SSD-2000002869-0102-CS-QCBS

Issue Date: October 28th, 2025

Closing Date: November 14th, 2025



Foreword

This document has been prepared by *Ministry of Agriculture and Food Security* and is based on the 1st edition of the IFAD-issued standard procurement document for expression of interest available at www.ifad.org/project-procurement. This bidding document is to be used for the procurement of services using QCBS in projects financed by IFAD.

IFAD does not guarantee the completeness, accuracy or translation, if applicable, or any other aspect in connection with the content of this document.





Instructions to NGOs¹

Reference Number: **SSD-2000002869-0102-CS-QCBS**

28th Oct 2025

Engagement of Implementing Agency for SADEP in the Target Areas.

1. The Ministry of Agriculture and Food Security has received financing from the International Fund for Agricultural Development ("the Fund" or "IFAD") towards the cost of Sustainable Agriculture Development Project ("the client" or "procuring entity") and intends to apply part of the proceeds for the recruitment of NGO services, for which this REOI is issued.

The use of any IFAD financing shall be subject to IFAD's approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD's rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with Sustainable Agriculture Development Project.

2. The REOI will be advertised in Dawn and Juba Monitor, MAFS website and NGO forum and the Public Notice Boards.
3. The client now invites expressions of interest (EOIs) from legally constituted non-governmental organizations (not individual consultants) ("consultants") to provide NGO services of an Implementing Agency for SADEP in the Target Areas. More details on these NGO services are provided in the preliminary terms of reference (PTOR) attached as **Annex 1. (Please attach a valid certificate of registration).**
4. Before preparing its EOIs, the organization is advised to review the preliminary terms of reference attached as **Annex 1**, which describe the assignment and **Annex 2** that details the evaluation of the technical qualifications.
5. The organization shall not have any actual, potential or reasonably perceived conflict of interest. A consultant with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. An organization including their respective personnel and affiliates are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, b) participate in more than one EOI under this procurement action, c) have a business or family relationship with a member of the client's board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this expression of interest, (ii) the selection process for this procurement, or (iii) execution of the contract. The organization has an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI,

¹ This document refers to legally constituted NGOs as "consultant".



the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the organization, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations².

6. All organizations are required to comply with the Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations (hereinafter, "IFAD's Anticorruption Policy") in competing for, or in executing, the contract.
 - a. If determined that an organization or any of its personnel or agents, or its sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and/or any of their personnel or agents, has, directly or indirectly, engaged in any of the prohibited practices defined in IFAD's Anticorruption Policy or integrity violations such as sexual harassment, exploitation and abuse as established in IFAD's Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse³ in competing for, or in executing, the contract, the EOI may be rejected or the contract may be terminated by the client.
 - b. In accordance with IFAD's Anticorruption Policy, the Fund has the right to sanction firms and individuals, including by declaring them ineligible, either indefinitely or for a stated period of time, to participate in any IFAD-financed and/or IFAD-managed activity or operation. The Fund also has the right to recognize debarments issued by other international financial institutions in accordance with its Anticorruption Policy.
 - c. Organizations and any of their personnel and agents, and their sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and any of their personnel and agents are required to fully cooperate with any investigation conducted by the Fund, including by making personnel available for interviews and by providing full access to any and all accounts, premises, documents and records (including electronic records) relating to this selection process or the execution of the contract and to have such accounts, premises, records and documents audited and/or inspected by auditors and/or investigators appointed by the Fund.
 - d. Organizations have the ongoing obligation to disclose in their EOI and later in writing as may become relevant: (i) any administrative sanctions, criminal convictions or temporary suspensions of themselves or any of their key personnel or agents for fraud and corruption, and (ii) any commissions or fees paid or to be paid to agents or other parties in connection with this selection process or the execution of the contract. As a minimum, consultants must disclose the name and contact details of the agent or other party and the reason, amount and currency of the commission or fee paid or to be paid. Failure to comply with these disclosure obligations may lead to rejection of the EOI or termination of the contract.

² The policy is accessible at www.ifad.org/anticorruption_policy.

³ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>.

- e. Organizations are required to keep all records and documents, including electronic records, relating to this selection process available for a minimum of three (3) years after notification of completion of the process or, in case the consultant is awarded the contract, execution of the contract.
7. The Fund requires that all beneficiaries of IFAD funding or funds administered by IFAD, including the client, any consultants, implementing partners, service providers and suppliers, observe the highest standards of integrity during the procurement and execution of such contracts, and commit to combat money laundering and terrorism financing consistent with IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy.⁴
8. **Procedure:** the selection process will be conducted using **Quality and Cost Based Selection (QCBS)** as laid out in the IFAD Procurement Handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement. The client will evaluate the EOIs using the criteria provided in **Annex 2**. The shortlisted organization(s) will be provided with the detailed TORs and asked to submit a detailed technical and financial offer. The evaluation will include a review and verification of qualifications and past performance, including a reference check, prior to the contract award.
9. Organizations may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected. **(Please attach evidence of the joint venture)**.
10. Any request for clarification on this EOI including the PTOR should be sent via e-mail to the address below recruitmentsouthsudan.spcu@gmail.com no later than **2:00 PM, 3rd November 2025, South Sudan Local Time**. The client will provide responses to all clarification requests by **12:00 AM, 7th November 2025, South Sudan Local Time**.
11. **Submission Procedure:** please submit your expression of interest using the forms provided for this purpose. Your EOI should comprise one (1) original copy of each EOI form annexed to this document. EOIs shall be submitted to the address below no later than **2:00 PM, 14th November 2025, South Sudan Local Time**.

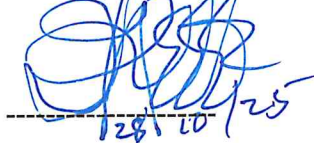
Ministry of Agriculture and Food Security
Attn: Peter Mazed; Ag. Program Director
Ministries Complex, Airport Road, Juba South Sudan
Tel: +211927313302



⁴ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>.

E-mail: recruitmentsouthsudan.spcu@gmail.com
Website address: www.mafs.gov.ss

Yours sincerely,



12/10/25

Peter Mazedì

Ag. Program Director

Ministry of Agriculture and Food Security

