



Supplying of construction materials and **Upgrading for Jokisti hand pump Well to Water Yard.**

We work with organizations around the world to help poor and vulnerable people overcome emergencies, earn a living through agriculture and access affordable health care.



Bid No: CRS-SD-ZAL-SD3532-2024

City: ZALINGIE .

Deadline: 10 Jan 2025

Description:

Name of Tender:

Supplying of construction materials and Upgrading for Jokisti hand pump Well to Water Yard.

Tender Number: CRS-RFQ-SD3532-2024

Deadline Submission date:

:Bid Name

Supplying building materials, upgrading and maintaining a hand-dug well to an integrated water station in the village of Gokste in the locality of Golo, Central Darfur

CRS-RFQ-SD3532-.2024 :.Tender No

Application Deadline: 10 /January – 12:00 PM 10/01/2025

10 /Jan / 2025– 12 :00 PM

Please submit your offer through email at **tenders.sudan@crs.org**
Or submit directly at CRS office in ZALINGIE.

For further information please contact us through the
Email: **sudanprocurementteam@crs.org**

tenders.sudan@crs.org:Please send the offer to the following email
.Or at the organization's office in Zalingei, Central Darfur State

:For more information, please contact the email
sudanprocurementteam@crs.org

Dear Sir / Madam,
CRS Sudan is looking for reputable companies to provide complete, Upgrading and rehabilitation for Hand dug Well, To Water Yard as per attached bill of quantity, shown in Attachment 1 at a competitive price and with high quality.

General Conditions Requirements

1. Must be registered to conduct the business and in compliance with federal governments tax regulations in Susan.
2. Experience supplying International Organizations, Non-Governmental Organizations, or large private companies will be an advantage.
4. CRS retains the right to reject, cancel, negotiate, amend, split, and accept any offer, without consideration of the lowest offer.
5. This is an invitation to vendors and is not a promise or obligation that CRS will contract with suppliers through the submitted offers.
6. Relevant bid committee may request for physical samples of some items during evaluation process of bids.

Dear Sir/Madam

Catholic Relief Services Sudan Programs is looking for major contractors with financial and technical expertise and engineering companies interested in construction and installation according to the annex referred to below in .Annex No. 1 at competitive prices and high quality

:General requirements

- Must be registered to conduct business in accordance with the1.
.government tax regulations in Sudan
Experience in supplying international organizations, NGOs, or large3.
.private companies will be an advantage
Catholic Relief Services reserves the right to reject, cancel, negotiate,4.
.modify, split and accept any offer, without regard to the lowest offer
This is an invitation to suppliers and is not a promise or commitment from5.
Catholic Relief Services to contract with suppliers through the submitted
.bids
The relevant referral committee may request sample samples of some6.
.materials during the bid evaluation process

Payment Terms

1. Quotation should remain valid for a period of at least ninety (60) days from the submission closing date.

Payment Terms

2. Payment shall be made bank transfer within 15 working days from the date of receiving the correct invoice.	The offer must be valid for a period of not less than ninety (60) days from .the date of closing the bid	.1
3. Payment shall be made upon verification and acceptance of services according to contract, s payment mechanism.	Payment will be made by bank transfer within fifteen business days of .receipt of the correct invoice	.2
	The amount will be paid within two weeks after verification and approval of .the services according to the contract or purchase order	.3

Acceptance of Payment Terms

Do you accept the above payment terms?

- Yes
- No

:Agree to the payment terms

:Do you agree to the above payment terms

- I agree •
- I do not agree •

Requested Information

The submission must include:

- Full legal address and contact details of the company.
- Name of company's official owner and copy of his/her ID & passport (if available)
- Copy of company registration certificate
- Copy of Tax Registration Certificate
- Reference from previous similar business experience with reference contact information.
- Bank account information.
- The vendor must read, sign & stamp the Attachment (2) related to CRS SUPPLIER CODE OF CONDUCT

The following must be submitted:

The submission must include the following:

- Full correct address and contact address of the company •
- The official name of the company owner with a copy of the national ID .card or passport •
- A copy of the company registration certificate •
- Photocopy of tax registration certificate •
- Reference from previous similar work experience and contact information for the reference •
- Bank account information details •
- The contractor must read, sign and stamp Annex (2) of the Code of .Conduct adopted by the Catholic Relief Services •

Bid Requirements

Offers that do not meet the following will be automatically rejected regardless of price:

1. Offers must be received before the stated deadline.
2. Offers must include all information requested above.
3. Unit prices must be provided for all line items. Offers that only include totals will be rejected.
4. Bids that include mistakes in calculations within the Bill of Quantities will be excluded from competition.

Bid Filling Information

Any bid that does not comply with the conditions below will be rejected .regardless of price

1. Any application submitted after the specified date and time for .acceptance of bids will be rejected
2. .Proposals must include all of the information required above
3. All prices must be written for each item or paragraph separately, .and bids containing only the total will be rejected

5. Offers must be clean & clear. The vendor should sign and stamp next to handwritten corrections or corrections made with whiteout. 6. Offers must be complete from all sides, signed, dated, and stamped on all pages. 7. Please note that CRS will sign a long-term contract with the selected supplier, based on unit prices, while actual quantities will be determined through purchase orders that will be issued later with awarded vendor(s) per CRS actual needs.	The bid that contains an error in the calculations of the bills of .4 .quantities will be rejected Proposals must be clean and clear, and any corrections must be .6 .signed and stamped by hand or with a white correction pen Offers must be complete in all respects, clearly signed and dated .7 .and stamped on all pages Please note that Catholic Relief Services will sign a long-term .8 contract with the selected company(s) based on unit prices, while the actual quantities will be determined through purchase orders that will be issued later with the selected suppliers and based on .the actual needs of the organization
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Delivery Instructions: Complete and stamped and signed offer can be submitted by email to tenders.sudan@crs.org 1. as PDF file. Email must indicate the number of tenders which is (CRS-RFQ-SD3532-.2024) or the offer will be excluded. The file should not exceed 15 MBs and the company biography should not exceed 10 pages. 2. Complete and stamped and signed offer must be delivered in sealed envelope with tender number on it (CRS-RFQ-SD3532-.2024) to CRS Sudan office located -	<u>:Delivery Instructions</u> The complete, sealed and signed bid must be submitted via email tenders.sudan@crs.org address By submitting the sealed file in full in PDF format . The email sent .1 :to the tender number must be mentioned, which is CRS-RFQ-SD3532-.2024 Otherwise, the bid will be excluded. The attachment size should not .exceed 15 MB and the company CV should not exceed 10 pages The complete, sealed and signed bid must be submitted with all .2 required documents in a sealed envelope bearing the bid number (CRS-RFQ-GAD-SD3532-2024) and delivered to the organization's .headquarters in Port Sudan, Airport District or Gadarif Office
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Experience Reference List

List of references for previous works

Name of Organization name	Name of Person Person's name	Name of Project	Project Start Date	Projectduration	PhoneNumber	EmailAddress

The organization						

Company name: Company Name:	
Legal address: Fixed address:	
Telephone Number: phone number:	
Email: Email address:	
Representative Name Actor's name:	
Business Certificate Registration Number: Work Certificate Registration Number:	
Tax registration Number: Tax registration number:	
Contract duration: Contract duration:	
Do you have partnerships with any other companies (such as shared management / staff / office / bank account)? Do you cooperate with any other companies in preparing offers or providing of goods or services? Do you have partnerships with any other companies (e.g. management/staff/joint office/bank)? Do you cooperate with any other ?companies in preparing offers or providing goods or services	
If the answer for previous question is yes, please provide details here including the names of partner companies. If the answer to the previous question is yes, please provide details here .including the names of partner companies	
Other comments: Other notes:	
Experience / references for the related work of experience (Please attached any related contract, purchase order, certificate, etc.) that does not exceed 10 pages. References MUST include contact information. .Must contain contact addresses of expert references Reference from experience (please attach evidence of previous relevant work from contracts, purchase papers, work completion paper, etc.) not to	

exceed ten papers.	
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Signature the signature	
Date the date	



Scope of Work for Rehabilitation and Upgrading of Hand-Dug Well to Water Yard in Jokosti

Catholic Relief Services (CRS) – United States Conference of Catholic Bishops, an international relief and development agency, committed to the alleviation of human suffering, development of people and fostering of charity and justice in the world irrespective of race, creed, or nationality.

CRS seeks qualified entity specialized and experienced in water industry and construction of water systems (including water wells, water pumping components, solar energy set, elevated water storage and distribution pipework etc.) to work in **Jokosti village** in Central Jebel Mara locality (Golo) - Central Darfur State; the activities include rehabilitation of

hand dug well, upgrading to mini water yard consists installation of submersible pump, solar energy unit, installation of elevated water tank and water pipework, and fencing of each component of the system, during the period from 01st Jan 025 to 15th Feb 2025.

Primary Functions:

Under the overall guidance and direct supervision of CRS WASH Senior project officer (SPO), the **contractor** should rehabilitate, and upgrade one hand dug well to water supply, storage, and distribution system in line with technical guidelines of Water and Environmental Sanitation Project (WES)-Sudan and CRS field staff.

The contractor responsibilities:

The specific tasks of the contractor under this scope of work should be implemented under direct supervision and instruction of CRS field staff, and each completed stage of the work should be accepted and approved by CRS field staff, and the contractor should implement and complete any required repair or amendment before starting the next stage. The work includes, but not limited to the following:

1. Rehabilitation of hand dug well: *(At: coordinate: Long E: 24.34771 Lat N: 13.13174 altitude: 1680 m)*

1. Remove existing reinforced cover and build and raise the top of the lining above ground surface by additional 1 meter, should be built of red bricks and/or stones and cement-sand mortar. *(the diameter of the well is 2.25 meters)*
2. Construct a tight well cover of reinforced concrete slab with a manhole (60cm*60cm) with lid equipped of lock to enable future cleaning and maintenance of the well. The reinforced cover of the manhole should be tight and leakage proof.
3. Install heavy duty steel beams at the top of the well to support the concrete cover, pumphouse casing, and hold the pump.
4. Install pump house pedestal, UPVC pipe and screen, from the top to the bottom of the well with diameter within range from 5 to 8 inches to properly fit the bowl size of the selected pump and allow suitable clearance for safe installation and retrieval of the pump. The top 6 meters of the casing and 2 meters at the bottom of the casing should be of blind (plain) casing and the portion in between should be of original UPVC screen of slot size range 0.04-0.06 inch,
5. Clean the lining wall by using suitable long-handled wire brush to remove the algae and other dirt layers, then wash with high pressure water jet.
6. Clean the bottom of the well and remove the sludge and all materials deposited inside the well at the bottom until all the original total depth is cleaned i.e. to remove at least 3.10 meters-thick layer of deposits from the bottom, to increase the current free depth from 12.90 m to 16 m (original depth).
7. Dewater the well until the turbid water completely discharged out and the turbidity level around 5 NTU unit or less.
8. Disinfect the well with high (concentration) chlorine dose applying shock chlorination processes according to the standard steps for chlorination.
9. Dewater the well and measure the residual chlorine.
10. Construct fence around the well 4m*4m with door 1m*1.6m with control lock.

2. Supply and Installation of Submersible pump and pipework:

1. Import and install Electrical Submersible pump 1.4kw at setting depth 10 meter below ground surface inside the pump house (UPVC screen); the pump should meet the following requirements:
 - The pump should have enough head and ability to pump, 4000 liters of water per-hour through 2 inches high density polythene pipe, from the setting depth (10 meter below ground surface) to the elevated tank at 230 meters away from the well source and 65 meters higher than the water well elevation.
 - The pump should be equipped with sensor to automatically break the electric current and top the pump if the water level draws down below and exposed the pump.
 - The rising main from the pump to the ground surface should be of galvanized pipe or stainless-steel pipe.
 - The outlet of the rising main at well source should be equipped with nonreturn and gate valves.
2. Provide and install high density polythene pipe of 2 inches diameter total length 962m to connect the discharge point, at the well level, with the galvanized (GL) pipe connecting the inlet of the elevated water tank length pipe 230m, return line using (T-check) 3"*2" to distribution point length 132m and from reducer connection point 3"*2" up to health facility length 600m.

3. Provide and install high density polythene pipe of 3" diameter total length 200m to connect with descending galvanize pipe 3" outlet from elevate water tank to be join with pipeline 2" using reducer 3" *2" which is extent to health facility.
4. Excavate trench of one 1 meter depth and 230 meters long extended from the water well to the elevated water tank for installing of the water pipe, 132m from elevate tank to distribution point; the rough portion of trench should be backfilled with 15 cm-thick soft soil layer under the pipe and 25 cm-thick layer above the pipe then complete back filling of the remaining portion with the cutting excavated from the trench or alternative suitable soil materials; in addition to 800m from elevated water tank to heath facility all these trench distance 1,162m will be excavated by CRS on contribution of community.

3. Supply and Installation of Solar energy unit and fencing: (at long: E: 24°20.825 Lat: N 13°07.862 altitude 1695m).

1. Provide and install complete solar energy unit with all accessories to properly operate the pump.
 - The solar unit should be installed at the specified area 105 meters away from the water well.
 - Solar panels should be installed on heavy duty steel or galvanized skeleton and elevated at least 3 meters above the ground surface to mitigate the risk of easy stealing of the panels.
2. Provide materials and construct tight fencing (15m*10m) around the solar panels and distribution point together using heavy duty steal or galvanized poles (Angles or pipes) 3 meters high with spacing 2 meters or less, and barbed wire equipped with door and locks (*the fencing area depend on the size of the solar unit that fit the selected pump mentioned on above article 2.1*).

4. Supply and Installation of steal water tank and tower and fence: (at Long: E 24°20.806 Lat: N 13°07.792 Altitude 1730m)

1. Provide and install cylindrical steal water tank made of mild steel plates, of capacity 15000 liters, *placed on steal tower 3-meters height*, with the main requirement including, *but not limited to*, the following:
 - The bottom plate should be 6 mm thick, the side plate 5 mm and the top cover 4 mm thick.
 - Paints: The tank shall be painted with antirust prime coat. Two other coats shall be applied as follows. a) Internal coating shall be of bituminous non-toxic paint. B) External shall be painted with silver coating of approved oil paint.
 - The inlet connected to the supply pipeline with galvanized pipe 2 inches diameter.
 - The outlet connected to the distribution pipeline with galvanized pipe 3 inches diameter.
 - The water tank should be equipped with water level indicator with ladder to support chlorination process.
 - Water level indicator shall be coated with white background and red graduations.
 - Water tank should be disinfected before starting the supply of water to the consumers.
 - Construct and installation fence around elevated water tank (10m*10m) with door equipped supported by lock.
2. Fabricate and erect steal tower of 3 meters height according to standard specification and guideline of Public Water Corporation (PWC).
 - Casting of reinforced concrete foundation for the supporting tower.
 - Foot plate and top plate thicknesses shall not be less than 16mm.
 - Holding down bolts, nuts and washers shall be supplied complete with adequate sizes but not less than 16mm and 4 anchor bolts are decided to be used per footing.
 - The supporting tower should be fixed on the foundation using the anchor bolts after the concrete attains its full strength after 10 days of concrete placement.
 - Tower shall be painted with antirust prime coat, and bituminous black paint.

5. Supply and Install distribution pipeline:

1. Supply and install high density polythene pipeline of 2" diameters to distribution point and 132 meters length to connect through (T-check) 3" *2" with transmission pipeline 3" diameter descending from the elevated tank.
 2. Connect extension of 2"-diameters, 600 meters long high-density polyethene pipe connect with the pipeline 3" descending GI pipe from elevated tank with control valve to supply the Health Facility existing storage tank.
 3. Digging 1 meter-depth and 800 meters-long trench to accommodate the pipeline from the elevated water tank to the health facility (HF) storage tank.
 4. Back fill the rough section of the trench bottom (i.e. the portion with stone) back fill with fine soil from the bottom up to 150 mm thick.
 5. Lay the pipeline in the trench and backfill with soft materials up to 250 mm above the pipe then backfill the remaining portion of the trench up to the top i.e. ground surface with the cutting excavated from the trench or other available suitable source.
6. **Construction of tap stand:** (at Lon: E 24°20.825 Lat: N 13°07.862 Altitude 1695 m)
1. Construct tap stand of 12 taps connected to 2" GL pipe equipped with gate valve, installed on platform built of red bricks, and cement-sand mortar. The planned location is 132 meters apart from the main water pipe.
 2. The platform construction: The foundation of the platform should be of minimum 1.5 m width, 3 m long, and (0.3 m to 0.5 m) depth. The height of the platform 0.6 m, with 1.25 m height of the tap stand.
 3. Provide and cover the top and sides of the platform with white tiles.
 4. Provide plumbing materials and connect the tap stand with the water main line with 2" size high-density polythene pipe.
 5. Construct 2 meters high fencing (15m*10m) around the tap stand including solar panel unit has partition between them with good quality wire mesh and 2" heavy Ukrainian steel angles, and door 2 m*2 m supported by lock.
 6. Construct the floor of concrete slab 10 cm thick.
 7. Construct animal trough sized 0.6*0.6* 10 meters long outside the fencing area and drainage ditch from the tap stand to animal trough.

Bill of quantities and quotation:

No	Item Description	Unit	Q'ty	Unit price /USD	Total price /USD
1	Rehabilitation of hand dug well				
1.1	Remove existing cover and build and raise the top of the lining above ground surface by additional one meter should be built of red bricks and/or stones and cement-sand mortar. <i>(the diameter of the well is 2.25 meters)</i>	Job	1		
1.2	Construct a tight well-cover of reinforced concrete slab with a manhole (60cm*60cm) should be equipped by lid with lock to enable future cleaning and maintenance of the well.	job	1		

	The reinforced cover of the manhole should be tight and leakage proof. In addition of install hand pump body in middle of reinforced concrete cover for accommodate UPVC with submersible pump.				
1.3	Installing 2 steel beams at the top of the well to support the concrete cover, pumphouse casing, and hold the pump.	job	1		
1.4	Install pump house, UPVC pipe and screen, from the top to the bottom of the well with diameter within range from 5 to 8 inches to properly fit the bowl size of the selected pump and allow suitable clearance for safe installation and retrieval of the pump. The top 6 meters of the casing and 2 meters at the bottom of the casing should be of blind (plain) casing and the portion in between should be of original UPVC screen of slot size range 0.04-0.06 inch	m	20		
1.5	Clean the lining wall by using suitable long-handled wire brush to remove the algae and other dirt layers, then wash with high pressure water jet	job	1		
1.6	Clean the bottom of the well, remove the sludge and all materials deposited inside the well at the bottom until all the original total depth is cleaned i.e. to remove at least 3.10 meters-thick layer of deposits from the bottom, to increase the current free depth from 12.90 m to 16 m (original depth).	job	1		
1.7	Dewater the well until the turbid water completely discharged out and the	job	1		

	turbidity level around 5 NTU unit or less				
1.8	Disinfect the well with high (concentration) chlorine dose applying shock chlorination processes according to the standard steps for chlorination.	job	1		
1.9	Dewater the well and measure the residual chlorine	job	1		
	Sub-total (1)				
2	Supply and Installation of Submersible pump				
2.1	Import and install GRUNDFOS Electrical Submersible pump (complete with accessories) at setting depth 10 meter below ground surface inside the pump house (UPVC screen); the pump should meet the requirements mentioned above.	no	1		
2.2	Supply and install of SP 9-13, Grundfos submersible pumping device with sensor or any equivalent pump of an approved brand with the following technical characteristics: average flow rate of at least 4m3 with a Head of 65 m				
2.3	Supply and install RSI 3x208-240V IP66 1.4kW 18A INVERTER				
2.4	Supply and install OTDCP16, Switch disconnecter, 16mA				
2.5	Supply and install OVR PV 40-1000 P, overvoltage protection				
2.6	Supply and lay all electrical cables 125m (4x6mm2 flat drop cable) plus accessories from borehole head works to control panel –preferably Grundfos model.				
	Sub-total (2)				
3	Supply and Installation of Solar energy unit and fencing				

3.1	Provide and install complete solar energy unit with all accessories to properly operate the pump. <i>(The solar unit should be installed at the specified area 105 meters away from the water well. Solar panels should be supported with heavy duty steel or galvanized skeleton (5m*4m area at 15 degree) and elevated at least 3 meters above the ground surface). Earth connection, TH cable 6mm2 green, yellow.</i>	set	1		
3.2	Provide materials and construct tight fencing (15m*10m) around the solar panels and distribution point with partition in between them using heavy duty steal or galvanized poles (Angles or pipes) 3 meters high with spacing 2 meters or less, and barbed wire equipped with door and locks (the fencing area depend on the size of the solar unit that fit the selected pump mentioned on above article 2.1). the partition between panel and distribution point also has door (2m high*1m width) for allow guard for operate system.	job	1		
	Sub-total (3)				
4	Supply and Installation of steal water tank and tower				
4.1	Provide and install cylindrical steal water tank made of mild steel plates, of capacity 15000 liters, thicknesses 6mm for the bottom 5mm for side wall and 4mm for the top cover placed on steal tower 3-meters height, with accessories and the main requirement including, but not limited to	job	1		

	what specified in scope of work hereabove.				
4.2	Provide materials, fabricate, and erect steel tower of 3 meters height supported by ladder with bearing capacity of 20 tons to carry 15 cubic meter steel tank according to standard specification and guideline of Public Water Corporation (PWC). Including but not limited to specification in the scope of works hereabove.	job	1		
Sub-total (4)					
5	Supply and Installing distribution pipeline 3" *2" diameter				
5.1	Supply and install high density polythene pipeline of 2" diameters length 230 meters and connect with the GL pipe ascending from well source to the elevated tank.	m	230		
5.2	Supply and connect a 3"-diameters, 200 meters long high-density polyethene pipe connect with descending outlet GI pipe of tank to supply water to the storage tank existing in the Health Facility (clinic) equipped with control valve, join with 2" polythene using reducer 3" *2" trend to health facility.	m	200		
5.3	Supply and connect a 2"-diameters, 600 meters long high-density polyethene pipe connect through reducer with pipeline come from elevated tank 3" to supply water to the storage tank existing in the Health Facility (clinic).	M	600		
5.4	Supply and install brunch line of high-density polythene pipeline (controlled by valve) of 2" diameters length of line 132 meters to distribution point and connect with T-	M	132		

	check fitting 3"*2" at transmission pipeline descending from the elevated tank.				
5.5	Digging trench 1 meter-depth and 1,162 meters-long to accommodate the pipeline from well water source, to elevated tank then from elevated tank the storage at health facility (HF) and brunch trench to distribution point. This will provide by CRS on collaboration with community.	m	1162		
5.6	Back fill the rough section of the trench bottom (<i>i.e. the portion with stone</i>) back fill with sand or fine soil from the bottom up to 150 mm thick. This will provide by CRS on collaboration with community.	m	1162		
5.7	Lay the pipeline in the trench and backfill with soft materials up to 250 mm above the pipe then backfill the remaining portion of the trench up to the top i.e. ground surface with the cutting excavated from the trench or other available suitable source. This will provide by CRS on collaboration with community.	m	1162		
	Subtotal (5)				
6	Construction of tap stand				
6.1	Provide complete set of plumping materials and fittings for construction of tap stand of 12 taps connected to GL pipe equipped with gate valve.	set	1		
6.2	Construction of the platform: the foundation of the platform should be of minimum 1.5 m width, 3 m long, and (0.3 m to 0.5 m) depth. The height of the platform 0.6 m, with 1.25 m height of the tap stand.	job	1		

6.3	Provide and cover the top and sides of the platform with white tiles.	job	1		
6.4	Provide plumbing materials and connect the tap stand with the water main line with 2" size high-density polythene pipe.	job	1		
6.5	Construct 2 meters high fencing around the tap stand with good quality wire mesh and 2" heavy duty Ukrainian steel angles, and gate door 2 m*2 m for accommodate (tap stand & solar panel) as mention in article (3.2) above.	job	1		
6.6	Construct the floor of concrete slap 10 cm thick	job	1		
6.7	Construct animal trough sized 0.6*0.6* 3 meters long outside the fencing area and 10m drainage ditch from the tap stand to animal trough at North site.	job	1		
	Any other addition(s) proposed by the vendor.				
	Sub-total (6)				
	Grand Total*				

**The final cost of the work will be adjusted to the actual work done and materials provided, verified, and approved by the CRS field officers.*

Vender Name:	Signature:	Date:
Stamp		

Attachment 2

SUPPLIER CODE OF CONDUCT

Preamble

This Supplier Code of Conduct is applicable to, and binding upon, all Catholic Relief Services' suppliers, service providers, and consultants in service to CRS.

CRS is committed to the Code of Conduct and suppliers are expected to comply with these regulations, except when donor requirements, such as the [UN Supplier Code of Conduct](#), supersede this code.

Consequently, ethical business standards shall govern all transactions. Suppliers must be aware of situations and circumstances requiring prudent action, including the following:

Forced Labor: CRS expects its suppliers to prohibit forced, bonded and involuntary prison labor. Suppliers shall not require workers to lodge “deposits” or their identity papers with their employer or any recruiting agency. Workers shall be free to leave their employer at any time, given reasonable notice.

Child Labor: CRS expects that its suppliers do not recruit or employ children, as defined by the law of the country or countries where work takes place. Suppliers shall not employ children under age 18 at night or subject them to hazardous working conditions.

Fair Wages: CRS expects that its suppliers pay wages and benefits that meet, at a minimum, national legal standards or industry benchmark standards. Suppliers shall pay wages in legal tender and in regular intervals. Deductions from wages shall only be permitted under conditions and to the extent prescribed by the applicable law, regulations or collective agreements. Suppliers are expected to inform their workers of such deductions at the time of each payment. Suppliers are expected to provide all workers with written and understandable information about their employment conditions in respect to wages, before they enter employment.

Working Hours: CRS expects that the working hours provided by suppliers comply with national laws and collective agreements. Overtime work should be voluntary.

Healthy, Safe and Hygienic Conditions: CRS expects that its suppliers ensure that all working and, where applicable, living environments are safe and healthy. Suppliers are expected to take adequate steps to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work. Suppliers should provide access to clean toilet facilities and potable water, and, if appropriate, sanitary facilities for food storage.

Anti-Discrimination: CRS expects that its suppliers do not discriminate in hiring, compensation, access to training, promotion, termination or retirement on the basis of race, class, national origin, religion, age, disability, sex, or political affiliation.

Freedom of association and right to employee representation: CRS expects its suppliers to recognize workers' right to freely form and join organizations of their own choosing.

Harsh or Inhumane Treatment: CRS expects that its suppliers do not subject employees to physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation.

Environment: At minimum, CRS expects its suppliers to comply with all applicable laws and regulations relating to environmental impact. Suppliers, wherever possible, are expected to support a precautionary approach to environmental matters and undertake initiatives to promote greater environmental responsibility.

Where speed of deployment is essential in saving lives, CRS will purchase necessary goods and services from the most appropriate available source.

The supplier shall not offer, promise, or attempt to influence CRS employees in the procurement for goods and services.

I have carefully read CRS' Supplier Code of Conduct and understand it. I am aware that any deviations to the ethical standards listed above are not allowed in any procurement transactions. Failure to abide by supplier code of conduct may constitute breach of my contract with CRS, and my signature below acknowledges my understanding and agreement.

I understand and confirm that no personnel of CRS have received or will be offered any direct or indirect benefit arising from any agreements I sign with CRS.

Company Name

Representative Name and Signature

Date