



## Tender Advertisement

### Tender for Production and Supply of School Uniforms at The School of St Jude - 2026

Want to work with one of the largest charities of its kind in Africa? Do you have experience in production and supplying of school uniform to NGO's and non-profit organizations? Have you done work in a school environment? Does it sound like we're talking about you... Keep reading!

#### About Us:

The School of St Jude is a pioneering leader in charitable education within Africa. We are giving 1,800 students, quality education, 100's of graduates' access to higher education. St Jude's is funded by generous supporters from around the world who make our mission of giving bright, poor Tanzanian students a free, quality education possible.

#### Scope of Requirement:

Interested parties are hereby invited to tender for the supply of the following; "Production and Supply of school uniforms to the School of St. Jude, Moshono Campus, Moshono, Arusha". Bidders are invited to submit their tenders to provide the service required. The school prefer bidders to have uniform shop/workshop allocated at Arusha region.

Tender Reference: **TENDER NO: TSOSJ/2026/School uniforms – April/05**

Date of Advertisement: 27<sup>th</sup> April 2026

#### 1. Requirements for Application:

To be eligible for consideration, suppliers must submit the following:

- a. The company's name, postal address, and physical address.
- b. The name(s) of the Director(s) / Owner(s).
- c. A list of at least three (3) client companies to which similar uniforms have been supplied within the last twelve (12) months. For each reference, clearly indicate:
  - Name of the client company
  - Date of supply
  - Contract value





- Location of the client
- Contact details (telephone and/or email)
- d. A valid Business License and any other applicable or relevant trading licenses.
- e. VAT (if registered)
- f. Tax Identification Number (TIN) registration.
- g. Provide sample copies of the following documents: Proforma Invoice, Tax Invoice, Delivery Note, and legally compliant EFD receipt(s).  
*Note:* Submitted EFD receipt(s) will be subject to verification prior to contract award to the selected bidder.
- h. The quoted price shall be inclusive of all costs, including transportation, loading, and unloading to Moshono Campus.
- i. The bidder shall confirm that the tendered price will remain fixed for a minimum period of not less ninety (90) days from the date of submission.
- j. The bidder shall confirm their ability to deliver the required items within **four (4) months** from the date of signing the contract agreement.
- k. All prices must be quoted in Tanzania Shillings (TZS).

You are required to arrange the document sequentially starting from a to k.

### Sample Checking and BoQ collection:

Before submitting the tender, bidders are required to visit the Moshono Purchasing Office for sample checking/inspection and collection of Bill of Quantity. The exercise will take place from Tuesday, 28th April 2026 to Friday, 8th May 2026, between 9:00 AM – 12:30 PM and 2:00 PM – 4:00 PM.

## 2. Conditions:

- 2.1. The quality of the uniforms must match the standard of the current uniforms. Any items that do not meet the required standard will be rejected, and all associated costs shall be borne by the supplier.
- 2.2. Measuring of students for uniforms is strictly prohibited.
- 2.3. The agreed completion and delivery timelines must be strictly adhered to.





2.4. Payment shall be made based on the approved delivery schedule and satisfactory completion of the items.

2.5. Samples must be viewed at the Purchasing Office, Moshono Campus, prior to submission of the tender.

2.6. Sample verification shall be conducted upon delivery. This includes confirmation of name tagging, agreed sizes, material, colors, and other specifications as defined in this tender. The cost of tagging must be included and clearly indicated in the tender document.

2.7. The Bill of Quantities (BoQ), which includes uniform sizes and required quantities, shall be collected from the Purchasing Office after sample viewing.

2.8. Following evaluation, the contract may be awarded separately: one bidder for Category A (ready-made uniforms) and another for Category B (tailored uniforms). Alternatively, a single bidder may be awarded both Category A and Category B.

### 3. Submission:

3.1. All tenders must be Physically submitted in one (1) original copy, duly completed and enclosed in a plain, sealed envelope, together with all required supporting documents. The submission must be made no later than Monday, 18th May 2026 at 10:30 AM.

3.2. Tenderers must not indicate their names or any identifying marks on the envelope. The envelope should only bear the following text and no other information:

**“TENDER FOR PRODUCTION AND SUPPLY OF SCHOOL UNIFORMS TO THE SCHOOL OF ST JUDE – MOSHONO CAMPUS”**

The sealed envelope shall be delivered to the following physical address:

Purchasing Team Lead  
The School of St Jude  
Moshono Campus  
P.O. Box 11875 Arusha





#### 4. Tender opening Ceremony:

Tenders will be opened in public on Monday, 18th May 2026 at 11:00 AM. All tenderers or their authorized representatives are invited to attend the opening ceremony at St. Jude's Boardroom, Moshono Campus.

Tenders may be disqualified and excluded from the opening and evaluation process for any of the following reasons:

- Late submission
- Submission of electronic tenders
- Failure of the tender to be received by the specified deadline, regardless of the circumstances.

#### 5. Notification of Outcome:

Bidders shall be notified of the outcome of the tender within fourteen (14) working days after the tender opening ceremony.

St. Jude's reserves the right to disclose the basis upon which the outcome was determined.

#### 6. Enquiries:

For any enquiries regarding this tender, please contact:

**Purchasing Team Lead  
The School of St Jude  
+255 693 141 235**

#### 7. No Solicitation Statements:

St. Jude's conducts its activities in an honest, transparent, and fair manner. All bidders shall be given equal opportunity and evaluated strictly on merit.





Bidders, or any potential bidders, must not attempt in any way to influence the tendering process. Any form of solicitation intended to secure undue advantage or to disadvantage other bidders shall result in immediate disqualification of the bidder(s) involved.

## 8. Adherence to All Instructions:

Bidders are strongly advised to strictly adhere to all instructions provided in this tender document. Failure to comply with any instruction, or partial compliance thereof, shall result in immediate disqualification.

## 9. Quotations/Evaluation of Bids:

Only proposals that are responsive, meet all specified qualifications, and are fully technically compliant with the stated specifications shall be considered for evaluation.

Evaluation and ranking will be based on price, provided that all technical and mandatory requirements are fully met. The contract shall be awarded to the bidder who submits the lowest-priced, fully compliant quotation.

The award shall be formalized through the issuance of a contract, followed by a purchase order.

## 10. Payments:

Payments shall be made in accordance with the terms of the resulting purchase order. All payments will be processed within thirty (30) days upon receipt of a valid invoice, supported by a duly signed Goods Receipt Note (GRN)



For and on behalf of The School of St Jude

Lister Gerald, Finance Manager

