



REGULATIONS FOR BIDDING VEHICLES

1. UNDP International staff are excluded from bidding.
2. The vehicle is disposed based on “as is where is” basis. Bidders are not allowed to test drive the vehicle.
3. Bidders have to submit bids (in Vietnamese Dong) in sealed envelopes using the attached template.
4. **Deposit** for the bid is: VND 5,000,000 (Five million Vietnam Dong).

In case the bidder does not win the bid, the deposit will be returned to the bidder.

In case the bidder wins the bid, the deposit will be returned to the bidder after UNDP receives the full bid amount.

In case the bidder wins the bid but refuse to buy the car, UNDP shall not return the deposit to the bidder.

5. Submission deadline: **4.00 pm – 8 June 2017**

Bids and deposit to be submitted to:

Ngo Thi Bich Thuy
Procurement Unit, UNDP Viet Nam
304 Kim Ma Street, Hanoi
Tel: 04-35800187

The sealed bids will be recorded as to date and time of receipt and bidders will receive the “Receipt Note” for their submission of bids and deposit.

No bids will be accepted after the closing time specified above.

6. UNDP will select the bid offering highest price for the car.
7. Three (03) days after announcement of bidding result, if the successful bidder does not make full payment by bank transfer to the UNDP bank account (as follows), he/she will be considered as withdrawing from the bid and the second ranked bidder will be selected .

Account Name: UNDP Viet Nam
VND Bank Account: VND 88000596711

Standard Chartered Bank (Viet Nam), Ltd. (Ha Noi)

8. Successful bidder has to complete Government's taxation procedures within the time period stipulated in the Vietnam law.
9. UNDP Office will support successful bidders with necessary papers to complete Government's taxation procedures.
10. The vehicle will only be handed over to the successful bidder after he/she (i) makes full payment to UNDP and (ii) sign a commitment paper indicating that he/she will pay all applicable taxes for the disposed vehicle within the time period stipulated in the Vietnam law.
11. If two or three bidders offer the same bid, the lottery rule will be applied to select the successful bidder.

ĐƠN DỰ THẦU (BID SUBMISSION) – Toyota Hiace 2.7L

Tên nhà thầu (Name of bidder): _____

Quốc tịch (Nationality): _____

Địa chỉ (Current address): _____

Số CMT hoặc hộ chiếu (ID Card/Passport No.): _____

Nơi cấp (Place of issuance) _____ Ngày cấp (Date of issuance): _____

Có giá trị đến (Validity): _____

Số điện thoại (Tel): _____ Email: _____

#	Xe (Vehicle)	Giá bỏ thầu (VND) Bid values (VND)
1	Toyota Hiace 2.7L	Bằng số (In figures): _____ Bằng chữ (In words): _____

Tôi xin chấp nhận các qui định về đấu thầu của UNDP.

(By submitting this bid, I accept all the conditions in UNDP vehicle bidding regulations).

Ha Noi, ngày tháng 6 năm 2017

Tên và chữ ký của người nộp thầu
Bidder's name & signature