



**REQUEST FOR QUOTATION (RFQ)
(Services)**

To All Bidders	DATE: October 31, 2018
	REFERENCE: UNDP/SOM/RFQ/035/2018/ Provision of car hire services for UNDP Somalia in Somaliland.

Dear Sir / Madam:

We kindly request you to submit your quotation for **Provision of car hire services for UNDP Somalia in Somaliland. Under Long Term Agreement (LTA)** as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before **19th November 2018 at 15:00H East Africa Time (GMT+3)** via hand delivery to the address below;

**United Nations Development Programme (UNDP), Somalia
Hargeisa Area Office
UN Common Compound, Block B
Alongside Hargeisa Club or Pepsi Road,
Hargeisa, Somaliland
Att: Registry**

The envelope must be clearly marked as follows:

Bear the name and address of Bidder (submitting company) addressed to UNDP at the abovementioned address and bear the RFQ reference No, i.e. **UNDP/SOM/RFQ/035/2018/ for Provision of car hire services for UNDP Somalia in Somaliland. Closing date :19th November 2018, 15:00H East Africa time (GMT+3).**

Or via email to the following **mandatory designated email address:**

bids.so@undp.org with the subject line: **UNDP/SOM/RFQ/035/2018/ for Provision of car hire services for UNDP Somalia in Somaliland.** Please note: **Quotations sent to or copied to personal email addresses of UNDP staff or any other UNDP email address other than the mandatory designated email address will be disqualified.**

Quotations submitted by email must be limited to a maximum of **5 MB**, virus-free and no more than two email transmissions **in PDF format**. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned services:

Delivery Terms [INCOTERMS 2010]	<input checked="" type="checkbox"/> N/A
Exact Address/es of Delivery Location/s (identify all, if multiple)	As indicated in the TOR
Latest Expected Delivery Date and Time (<i>if delivery time exceeds this, quote may be rejected by UNDP</i>)	<input checked="" type="checkbox"/> Vehicles shall be available on average, twelve (12) hours per day when required.
Packing Requirements	<input checked="" type="checkbox"/> N/A
Mode of Transport	<input checked="" type="checkbox"/> Land Surface transport.
Preferred Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
Deadline for the Submission of Quotation	19th November 2018 15:00H East Africa Time (GMT+3)
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Latest Business Registration Certificate; <input checked="" type="checkbox"/> Company Profile , which should not exceed fifteen (15) pages <input checked="" type="checkbox"/> Minimum 2 contracts of similar value, nature and complexity implemented over the last 2 years. (For JV/ Consortium/ Association, all Parties cumulatively should meet requirement). <input checked="" type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance; <input checked="" type="checkbox"/> CV of Transport manager; <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Permitted per LOT.
Payment Terms	<input checked="" type="checkbox"/> 100% within 30 days of UNDPs acceptance of services and receipt of invoice for services provided against each Purchase Order (PO)

Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements on a Pass/Fail basis and lowest cumulative price Per LOT																																			
	<table><thead><tr><th>Evaluation Criteria</th><th>Pass</th><th>Fail</th></tr></thead><tbody><tr><td>Certificate of Registration of the business</td><td></td><td></td></tr><tr><td>Tax registration/payment certificate by internal revenue authority</td><td></td><td></td></tr><tr><td>Minimum 2 years of relevant experience</td><td></td><td></td></tr><tr><td>Minimum 2 contracts of similar value, nature and complexity implemented over the last 2 years. (For JV/ Consortium/ Association, all Parties cumulatively should meet requirement).</td><td></td><td></td></tr><tr><td>Financial Form as provided in Annex 2 signed. Price Evaluation will be done on average cumulative price for indicated region(s) per LOT, i.e for LOT 1, it will be Total for Hargeisa, Sahil, Togdheer,Sanaag and Awadal region/5</td><td></td><td></td></tr><tr><td>Copy of Log Book Provided</td><td></td><td></td></tr><tr><td>Vehicle in good mechanical condition.</td><td></td><td></td></tr><tr><td>Drivers with Minimum Secondary Education</td><td></td><td></td></tr><tr><td>Compliance with the Scope of Service: Supplier has quoted for all the items requested for in the Scope of Service without alterations. Main required types of vehicles are as follows: 1) Vehicles must be 4x4 Toyota Land Cruiser or Equivalent in good condition and professional driver, with a minimum seating capacity for 4 passengers and a separate seat for driver; 2)Vehicles must be Mini Van in good condition and professional driver with a minimum seating capacity for 14 passengers and a separate seat for driver. 3)Vehicles must be Bus in good condition and professional driver with a minimum seating capacity for 30 passengers and a separate seat for driver.</td><td></td><td></td></tr><tr><td>Vehicles inspected by UNDP appointed staff and found to be compliant to UNDP requirements as per TOR.</td><td></td><td></td></tr></tbody></table>	Evaluation Criteria	Pass	Fail	Certificate of Registration of the business			Tax registration/payment certificate by internal revenue authority			Minimum 2 years of relevant experience			Minimum 2 contracts of similar value, nature and complexity implemented over the last 2 years. (For JV/ Consortium/ Association, all Parties cumulatively should meet requirement).			Financial Form as provided in Annex 2 signed. Price Evaluation will be done on average cumulative price for indicated region(s) per LOT, i.e for LOT 1, it will be Total for Hargeisa, Sahil, Togdheer,Sanaag and Awadal region/5			Copy of Log Book Provided			Vehicle in good mechanical condition.			Drivers with Minimum Secondary Education			Compliance with the Scope of Service: Supplier has quoted for all the items requested for in the Scope of Service without alterations. Main required types of vehicles are as follows: 1) Vehicles must be 4x4 Toyota Land Cruiser or Equivalent in good condition and professional driver, with a minimum seating capacity for 4 passengers and a separate seat for driver; 2)Vehicles must be Mini Van in good condition and professional driver with a minimum seating capacity for 14 passengers and a separate seat for driver. 3)Vehicles must be Bus in good condition and professional driver with a minimum seating capacity for 30 passengers and a separate seat for driver.			Vehicles inspected by UNDP appointed staff and found to be compliant to UNDP requirements as per TOR.				
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	<input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions																																			

UNDP will award to:	<input checked="" type="checkbox"/> One or more Suppliers, depending on the following factors: Lowest cumulative priced Per LOT and technically responsive offer per LOT
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) UNDP based on a Long-Term Agreement for a minimum of one (1) year period and may be extended up to a maximum of two (2) additional one-year periods subject to satisfactory performance evaluation, price competitiveness and availability of funds. OBJECTIVE AND SET UP OF THE LONG-TERM AGREEMENT (LTA) Objective: The overall objective of setting up this LTA is to facilitate and expedite provision of car hire services for UNDPs requirement under the LTA. Trigger for Supply of Required Services: The Vendor shall receive a Purchase Order for vehicle requirements from UNDP Somalia and prior to provision of the services. Number of LTAs: UNDP will award the LTA to one or more supplier(s) Per LOT, selected from this procurement process in line with the evaluation methodology and criteria specified herein. The LTA shall be nonexclusive and will not have an upfront commitment by UNDP in terms of volume contracted during its duration as this will be determined by actual needs. When UNDP has specific requirements, this shall be initiated through a Purchase Order based on unit rates quoted by the awarded company in the RFQ process.
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery of vehicles is delayed by 2 calendar days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Services based on full compliance with RFQ requirements
Annexes to this RFQ	<input checked="" type="checkbox"/> Terms of Reference (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.

Contact Person for Inquiries (Written inquiries only) ¹	Procurement Unit <u>procurement.so@undp.org</u> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
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Services offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (cumulative per lot) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the services in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP indicated above - <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:
<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>


¹ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : http://www.un.org/depts/ptd/pdf/conduct_english.pdf

Thank you and we look forward to receiving your quotation.

Sincerely yours,

 Digitally signed by
Iryna Malykh
DN: cn=Iryna Malykh,
o=UNDP-Somalia,
ou=Procurement,
email=irynamealykh@
undp.org, c=US
Date: 2018.10.31
14:44:57 +03'00'

Iryna Malykh
Procurement Specialist
UNDP Somalia Country Office

Terms of Reference (TOR)

PROVISION OF CAR HIRE SERVICES

Introduction:

The United Nations Development Programme (UNDP) Somalia office is seeking offers from reputable, well established and experienced Car Hire Firms duly incorporated under the Laws of Somaliland to provide vehicle transportation Services for UNDP staff members or assigned non-staff; at a fixed price for a period of 12 months (with possible two years extension based on good performance).

The Contractor shall provide Car Hire services to accommodate UNDP staff member or assigned non-staff who require transportation services from its premises located in Hargeisa to destinations within Somaliland. Such services shall be also availed to other UN Agency staff or assigned non- staff based on the discounted prices and terms and conditions of the eventual Long-Term Agreement/Contract.

Experience:

The contracted company shall have at least 2 years of prior successful experience in car hire operations. The contracted company shall be expected to own their vehicles and not to have them contracted or rented through third parties.

The Contract will be awarded in one or three lots, depending price and technical compliance.

Lots 1,2&3 cover light vehicles {Landcruiser or Equivalent}, mini vans and Bus, respectively:

LOT 1	LOT 2	LOT 3
4X4 Light Vehicle {Landcruiser or Equivalent}	MINI VAN 14- seater	Bus 30-seater

Requirements:

- 1) Vehicles must be 4x4 Toyota Land Cruiser or Equivalent in good condition and professional driver, with a minimum seating capacity for 4 passengers and a separate seat for driver;
- 2) Vehicles must be Mini Van in good condition and professional driver with a minimum seating capacity for 14 passengers and a separate seat for driver.
- 3) Vehicles must be Bus in good condition and professional driver with a minimum seating capacity for 26 passengers and a separate seat for driver.

Vehicle availability:

- 1) Vehicles shall be available on average, twelve (12) hours per day, when required. Vehicle hire to other regions, or vehicle hire during critical periods to be determined by UNDP operational requirements, e.g., election week, may require the services of the vehicle and driver for longer periods as needs require.to be deleted.
- 2) The Contractor should have the capacity to meet additional requirements on request.
- 3) The Contractor shall be available to provide the service on all days irrespective of local/national holidays etc.
- 4) The Contractor shall be responsible for providing a replacement vehicle should preventive maintenance of a listed/furnished vehicle extend to a period exceeding one (1) day.

Vehicle Requirements:

These conditions should include:

- 1) The Hire Vehicle(s) shall be in sound mechanical and physical condition throughout and be maintained in safe operating conditions at all times. The Contractor shall bear full responsibility for the preventive and remedial maintenance of the vehicle.
- 2) The Vehicles shall not display our organization name or logo
- 3) The Contractor shall keep the exterior, windows and interior of the vehicles clean and litter-free at all times
- 4) A neat "as new" internal decoration (upholstery, ceiling fabric, floor finishes) and external appearance (water-proof roofs and windows, door and emergency exits in excellent operational conditions at all times).
- 5) The Vehicle shall, as a minimum, be equipped with:
 - 5.1 Spare-tire, the necessary accessories (spanner, jack, etc.)
 - 5.2 Emergency/Accident Early Warning Device (EWD)
 - 5.3 Operational lap and shoulder seat belts for passengers in the most forward seat, and lap-type belts for all other passengers. The Contractor shall maintain seat belts in operating order at all times
 - 5.4 Fire extinguishers (1Kg dry powder)
 - 5.5 Heating and cooling system of sufficient capacity and operability to maintain passenger comfort during periods of hot and cold weather
 - 5.6 FM radio.
 - 5.7 The Contractor shall at all times display on the windshield the clearance by the Somaliland Road Authorities.
 - 5.8 The vehicles will be fully registered with the government. Proof of the registration must be provided, with copy of vehicle log book submitted prior to award of Contract.
 - 5.9 The vehicle provided should be in good mechanical condition.

Reliability Requirements:

The Contractor shall be able to ensure that contingency vehicles are available vehicles at all times in case of unforeseen breakdowns, accidents etc.

Staff Requirements:

- 1) The Contractor's employees shall be trained, fully qualified, and physically able (e.g. sight tested) to perform their duties. At all times, the Contractor's employees shall adhere to acceptable professional behavior standards. Unacceptable behavior includes: harassment or discrimination based on race, creed, colour, sex, age, sexual orientation or national origin. In addition, all drivers shall express a client-oriented attitude and provide professional and polite service to all users of the vehicles.
- 2) The Contractor shall have written policies and procedures covering qualifications, training, and drug testing and employee duties for all drivers. The Contractor shall establish and maintain a policy for the testing of drivers for the presence of controlled substances. In addition, the policy shall include a procedure for testing drivers who have been involved in an accident.
- 3) All drivers should have a minimum of secondary education.
- 4) The Contractor shall ensure that all drivers wear a company uniform and wear/display an identification badge/name plate that displays the Contractor's name, employee name and picture of the employee.
- 5) All drivers of the Vehicle(s) shall have a minimum of 3 years' experience with driving commercial passenger vehicles, in addition to meeting all minimum standards as required by Somaliland. The

Contractor shall ensure that Drivers possess valid operating credentials and licenses in their possession while the vehicle(s) is being driven.

- 6) The Contractor shall aid persons being transported while entering and exiting the vehicle if required.
- 7) Drivers must not speak on mobile phones while the vehicle is in motion. The drivers must not communicate to passengers while the vehicle is in motion.
- 8) The Contractor will provide a list of all drivers with copies of clearance from CID.
- 9) The Contractor will provide full details of the driver assigned to each vehicle and will notify UNDP in writing in case of changes.
- 10) The Contractor's employees shall cooperate and comply with instructions on completion of necessary forms (provided by UNDP) necessary to track all trips for purposes of cost control and audit.

Note: UNDP shall maintain the right to request a change of drivers, if sufficient user complaints warrant such a request.

Performance measurement and Service Levels:

Based on the notion that transparent performance measurement mechanisms help establish open lines of communication and develops a cooperative working relationship:

- 1) UNDP will, in consultation with the Contractor, establish a system for performance measurement.
- 2) The Contractor shall allow UNDP to perform random inspection and acceptance of the vehicles to be furnished under the Contract to ensure that the vehicle(s) conform to the terms of the Contract. Any item found not in compliance with specifications shall be rejected.
- 3) Vehicle maintenance scheduling shall need to be an integrated part of Service Level Agreement. Vehicle servicing to be scheduled automatically based on vehicle age, mileage, condition of vehicle and any other measurable data available (e.g. engine performance, oil quality). Service score card shall be updated for each vehicle with focus areas including:
 - 3.1 Detail service report on vehicle to be conducted at each service and results to be submitted to UNDP to assist in tracking the vehicle condition;
 - 3.2 Provide maintenance statistics to allow the monitoring of vehicle servicing;
 - 3.3 Consistent service history available for all vehicles.
- 4) **Punctuality & Safety-** The contractor shall provide the transportation services to the UNDP in a manner that results in the punctual pick-ups and delivery of the staff. It shall carry out these services in the full observance of safety and road traffic regulations of the Government of Somalia.
- 5) **Singularity of Contract** – The Contractor's employees shall not enter into any separate arrangement(s) with UNDP staff members or assigned non-staff, for whom service is directly provided, that is non-compliant with the terms and conditions of this contract entered by the Contractor and UNDP.
- 6) **Penalty** – Where delay, non-performance and ex-contract arrangements, jointly or severally, results in added cost to UNDP, a penalty equivalent to the additional cost incurred shall be meted on the Contractor - the cost to be determined solely by UNDP.
- 7) **Insurance-** The contractor shall ensure that appropriate liability insurance cover is provided,

Contract term:

The contract term shall be one year initially, renewable on a yearly basis based on good performance.

Offer:

The quotation should be for a schedule of rates per vehicle category per day within routes indicated for Lot 1, 2 and 3. This rate should be VAT free in USD and inclusive of fuel, driver, maintenance/spare parts, insurance etc. Requests resulting in higher prices based on rise in fuel rates will need to be supported by documentation from the Ministry of Commerce. Any destination or vehicle that may not be easily

classified, after due diligence, into any of the pre-determined categories shall require a separate quote to be submitted for approval by UNDP prior to travel/provision of service and shall be reasonably based on existing rates within the agreed price schedule.

Evaluation of Offers:

A team of three UNDP staff members will inspect vehicles from the Contractor's fleet to ensure they meet the required standards. Failure to provide vehicles that meet UNDP requirements will result in technical non-compliance.

FORM FOR SUBMITTING SUPPLIER'S QUOTATION²
(This Form must be submitted only using the Supplier's Official Letterhead/Stationery³)

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the services listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. **UNDP/SOM/RFQ/035/2018/ Provision of car hire services for UNDP Somalia in Somaliland:**

TABLE 1: Offer to Supply Services Compliant with Terms of Reference and Requirements

Price Evaluation will be done on average cumulative price for indicated region(s) per LOT, i.e. for LOT 1, it will be Total for Hargeisa, Sahil, Togdheer, Sanaag and Awadal region/5

LOT 1

Regions	Rate in USD	Rate in USD for one vehicle.	
Maroodijeex			
Region			
Lot 1	Rate for distance from major Towns/Regions		
4x4 Toyota Land Cruiser or Equivalent.	In town x 1 unit	Less than 100km radius from base Rate per day in USD x 1 unit	More than 100km radius from base Rate per day in USD x 1 unit
Inside Hargeisa			
Outside Hargeisa			
Abaarso/Arabsiyo			
Gabiley			
Laasgeel			
Dacarbudhuq			
Allebadey			
Sabawanaag			
Cadaadley			
Daarasalaam			
Sallaxley			

² This serves as a guide to the Supplier in preparing the quotation and price schedule.

³ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

Balligubedle			
Farawayne			
Bali cabane			
Wajaale			
Labisagaalo			
Qoolbullale			
Ina Guuxaa			
Balli Mataan			
Ceelsheekh			
Sub Total for Hargeisa in USD:			
Sahil Region			
Inside Bebera			
Outside Berbera			
Sheikh			
Suuqsade			
Laasciidle			
Bulaxaar			
Xagal			
Go'daweyn			
Abdaal			
Mandheera			
Karin			
Raari Buur			
Ceel Dooraad			
Heyrarta			
Laasadacawo			
Dallow			
Sub Total for Sahil Region in USD:			

Togdheer Region			
Inside Burao			
Outside Burao			
Oodweyne			
Buuhoodle			
Qoryaale			
Duruqsi			
Balidhiig			
Xaaji Saalax			
Qorilugud			
Warcimraan			
Waraabeeye			
Harada			
Boodhleey			
Coodalle			
Ceeldheere			
Harasheikh			
Dhagaxdheer			
Dhoqoshay			
Sub Total for Togdheer Region in USD:			
Sanaag Region			
Inside Ergavo			
Outside Ergavo			
Ceel Afweyn			
Badhan			
Laasqoray			
Garadag			
Xiis iyo Maydh			
Hadaaftimo			

Dararweyne			
Yufle			
Bohol			
Dayaxa			
Jiidalay			
Sub Total for Sanaag Region in USD:			
Awadal Region			
Inside Laascaanood			
Outside Laascaanod			
Ainabo			
Yagoori			
Taleex			
Xudun			
Oog			
Sub Total for Awadal Region in USD:			
Total for Hargeisa, Sahil, Togdheer,Sanaag and Awadal region			

Rates to and back {Day Trips}

4x4 Toyota Land Cruiser or Equivalent x 1 unit

Hargeisa-Berbera {day trip}	
Hargeisa-Burao {day trip}	
Hargeisa-Borama {day trip}	
Hargeisa -Odweine {day trip}	
Hargeisa-Sheikh {day trip}	
Total in USD for day trip:	

LOT 2

MINI VAN 14- seater x 1 vehicle.	Rate per day in USD x 1 unit	Less than 100km radius from base Rate per day in USD x 1 unit	More than 100km radius from base Rate per day in USD x 1 unit
Inside Hargeisa			
Abaarso/Arabsiyo			
Gabiley			
Laasgeel			
Dacarbudhuq			
Sub Total for Hargeisa Region in USD:			
Inside Bebera			
Inside Burao			
Inside Ergavo			
Inside Laascaanood			
Inside Borama			
Total Cost in USD:			

LOT3

Bus 30-seater x 1 Bus	Rate per day in USD x 1 unit	Less than 100km radius from base Rate per day in USD x 1 unit	More than 100km radius from base Rate per day in USD x 1 unit
Inside Hargeisa			
Abaarso/Arabsiyo			
Gabiley			
Laasgeel			
Dacarbudhuq			
Sub Total for Hargeisa Region in USD:			

Inside Bebera			
Inside Burao			
Inside Ergavo			
Inside Laascaanood			
Inside Borama			
Total Cost in USD:			

TABLE 2: Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows:	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Vehicle delivery Lead Time of			
Validity of Quotation			
All Provisions of the UNDP General Terms and Conditions			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

Name of the Supplier's Authorized Person]

Signature

Designation/title

Date