



## UNITED NATIONS DEVELOPMENT PROGRAMME

### SALE OF EQUIPMENT

#### TERMS & CONDITIONS

1. It is hereby notified to the public that the items listed hereunder are to be sold by a sealed bid as per UNDP regulation furniture and equipment: Asset disposal and write off.
2. The public is invited to express interest to bid by completing the attached bid form and send by **EMAIL ONLY** on or before the **27<sup>th</sup> of June 2022, 12Noon Botswana Time**,
3. The subject line to be used is **“Vehicle auction 2022, LOT #.....and Name of Vehicle....**
4. Submissions are to be made to [procurement.bw@undp.org](mailto:procurement.bw@undp.org) the submission should be ***password protected*** and the password should be submitted immediately after the closing date, not later than **12Noon Botswana Time, 27<sup>th</sup> of June 2022**
5. The reserve price for LOT 1 (Volvo)1 is BWP 82,308.30
6. The reserve price for LOT 2 (Nissan Patrol Station Wagon) is BWP 81,812.25
7. Pursuant to regulation furniture and equipment: Asset disposal and write off Article 40(I), only UN local staff members are allowed to participate in this sale, staff members are not allowed to bid on behalf of another employee (Proxy).
8. Late bids will not be accepted. **Telephone, telegraphic, fax and hand deliveries** will also not be accepted
9. Bid opening will be done inhouse (no public bid opening) and the outcome will be communicated with all the bidders.

10. Any objections to the decision of award shall be made in writing to the Operations Manager within 2 days of notification of award: [enquiries.bw@undp.org](mailto:enquiries.bw@undp.org)
11. Equipment is sold 'as is' and UNDP shall therefore not accept liability for any damages thereof.
12. The successful bidder must make a payment to UNDP within a week (5 days) of award and collect the goods immediately. Failure to pay on the set deadline will result in the award being offered to the second-best bidder.
13. Payment will be through bank deposit (proof of payment should be submitted by the deadline to [procurement.bw@undp.org](mailto:procurement.bw@undp.org)
14. Physical viewing of the equipment can be done on the following dates only: **21<sup>st</sup>, 22<sup>nd</sup> and 23<sup>rd</sup> June 2022, from 9.am -3.00pm** in front of the UN House. Covid19 protocols should be observed.
15. Any queries relating to this 'invitation to bid' should be put in writing and sent to [enquiries.bw@undp.org](mailto:enquiries.bw@undp.org) no less than 2 days before the closing date of the bid submission.
16. UNDP reserves the right to withdraw any of the equipment from the sale at any time before an offer is made.

UNITED NATIONS DEVELOPMENT PROGRAMME

OFFER FORM

EQUIPMENT DISPOSAL BID FORM -LOT 1-VOLVO S80- 2022		
Name & Surname:		
Contact details (Cell number & email address)		
LOT 1		
Offer Price		
<p>I the undersigned have read and understood the terms and conditions of the intended sale of equipment. In case I am successful in the bid, I am prepared to pay the amount I have bid for as represented by the lot number before the deadline stated</p> <p>I understand that the above stated lot is sold 'as is 'with no warranties expressed or implied by UNDP.</p>		
Signature:		
Date:		

MAKE	BODY TYPE	MODEL	YEAR OF MANUFACTURE
VOLVO S80	SEDANS	EDAN 2.0T	2011

UNITED NATIONS DEVELOPMENT PROGRAMME

OFFER FORM

EQUIPMENT DISPOSAL BID FORM -LOT 2-NISSAN PATROL STATION WAGON		
Name & Surname:		
Contact details (Cell number & email address)		
LOT 2		
Offer Price		
<p>I the undersigned have read and understood the terms and conditions of the intended sale of equipment. In case I am successful in the bid, I am prepared to pay the amount I have bid for as represented by the lot number before the deadline stated</p> <p>I understand that the above stated lot is sold 'as is 'with no warranties expressed or implied by UNDP.</p>		
Signature:		
Date:		

MAKE	BODY TYPE	MODEL	YEAR OF MANUFACTURE
NISSAN	STATION WAGON	PATROL 4.2D 4*2	2009