



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 **13th of September 2024, 12Noon Botswana Time**,
3. The subject line to be used is **“Vehicle auction 2024, LOT #.....and Name of Vehicle....**
4. Submissions are to be made to procurement.bw@undp.org the submission should be ***password protected*** and ***the password should be provided on the email during submission.***
5. The reserve price for LOT 1 (Corolla)1 is BWP 76,534.50
6. The reserve price for LOT 2 (Nissan Patrol Station Wagon) is BWP P100,515.30
7. Late bids will not be accepted. **Telephone, telegraphic, fax and hand deliveries** will also not be accepted.
8. Bid opening will be done inhouse (no public bid opening) and the outcome will be communicated with all the bidders.
9. 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
10. Equipment is sold ‘as is” and UNDP shall therefore not accept liability for any damages thereof.

11. **Payments-** The successful bidder must make a payment to UNDP within a week (5-working 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.
12. Payment will be through bank deposit (proof of payment should be submitted by the deadline to procurement.bw@undp.org)
13. Physical viewing of the equipment can be done on the following dates only: **06th & 9th September 2024, from 9.am -11.00am** at the UN House.
14. Any queries relating to this 'invitation to bid' should be put in writing and sent to enquiries.bw@undp.org no less than 2 days before the closing date of the bid submission.
15. UNDP reserves the right to withdraw any of the equipment from the sale at any time before an offer is made.