



**AFGHANISTAN NATIONAL URBAN AND RURAL DEVELOPMENT ORGANIZATION
(ANURDO)**

INVITATION TO BID

ITB No.: ANURDO/KBL/003/23

**Bid Documents for Provision of 4x4 Vehicles Services
(4runner or Toyota Hilux)**

Location: Badgis & Maidan Wardak Provinces, Afghanistan

ISSUE DATE: 31 August, 2023

(Deadline for Submission of Bid): 05, September, 2023, 16:00hrs (Afghanistan local time)

**YOUR SEALED BIDS SHALL COMPRISE OF LIST AND
MODELS VEHICLE:**

Please ensure to sign the registration sheet at
the ANURDO Main office while submitting
the sealed Bid

Subject: Invitation to Bid
Projects Name: Procurement of Five rental vehicles services (4X4) 4runners or Toyota Hilux vehicles including driver)
Invitation to Bid No.: ANURDO/KBL/003/23
Location: Qades District of Badghis province and Chak District of Wardak province
Issuance Date: 31/ August/ 2023
Closing Date: 07/September, 2023

About ANURDO:

ANURDO is a non-governmental, non-profit, non-political and non-sectarian organization whose primary purpose is to encourage the repatriation of refugees and internally displaced persons and the re-establishment of Afghan society and economy by engaging in infrastructure rehabilitation, sustainable development, and local community capacity-building activities. ANURDO is registered with the Ministry of Economy, Afghanistan Government on 2017.

The primary objective arising from this mission is to encourage repatriation by rehabilitating and constructing rural infrastructure as well as enhancing agricultural production and food availability in the target areas.

The complementary objective is to build capacity for locally directed community development by encouraging the establishment of social structures capable of identifying, evaluating, planning, and implementing solutions to perceived concerns.

TENDER PURPOSE AND EXPECTED RESULTS:

ANURDO is seeking to rent vehicles with the below specifications to increase safe and dignified access to drinking water and promote personal and environmental hygiene in Badghis and Maidan Wardak provinces.

ANURDO is currently seeking reputable suppliers for the establishment of a 6-month framework agreement for the procurement of rental vehicle services for Badghis and Maidan Wardak Provinces.

IV. ELIGIBILITY FOR APPLICATION:

Companies/Suppliers/Individual would be eligible to apply.

1. REQUIRMENTS

ANURDO, invites qualified companies or suppliers, duly registered with the Ministry of Industry and Commerce and other Government sections in Afghanistan, to submit their sealed bids for the afore-mentioned project provision of 4x4 vehicles in both provinces.

No.	Descriptions	Unit	Quantity	Unit Price In USD	Total Price in USD	Remarks
1	4x4- Four runner or Hilux (Must be Models 2000 to 2005) for Badghis Province	3	6			
2	4x4- Four runner or Hilux (Must be Models 2000 to 2005) for Maidan Wardak Province	2	6			

VEHICLE SPECIFICATIONS

Toyota 4x4 Fourrrnner/Hilux:

Toyota 4x4 Fourrrnner/Hilux (Model 2000 to 2005 or above) including the following:

- Left hand drive, petrol engine
- Vehicle in full working order – including fully functioning instrument panel
- Capacity – 2 or 3 seats
- Seat belts on all seats in good condition
- Tires, including spare, in good condition
- Air conditioner (both hot and cold) should be fully functional
- Fuel consumption is to standard of manufacturer specifications
- Odometer reading in kilometers
- Any color except military ones

Driver:

Properly trained in the operation and maintenance of the vehicle

Sufficiently experienced with at least 5 years' experience in driving

Driver with valid license with having previous experience – ANURDO require copies of the driving license for each assigned driver

Driver has to be able to complete a vehicle logbook, agree to and sign ANURDO driver's manual and agree to ANURDO Security Guidelines and Code of Conduct. If the driver supplied by the vehicle suppliers fails to comply with any aspect of these procedures, or behaves in any fashion detrimental to the good standing of ANURDO, or in any way impedes ANURDOs work, then the rental services contract will be terminated with immediate effect and ANURDO will not be responsible for any payment

Standard working hours will be from 7:00 am until 5:00 pm, 7 days per week

The vehicles provided under this agreement will be parked in the ANURDO provincial office during night and in non-official days, except with pre-approval of ANURDO transportation unit

The drivers may call for duty beyond the time frame mentioned in this section for any official reasons

ANURDO retains the right to interview and vet drivers prior to assignment under this agreement

ANURDO will cover accommodation and overnight allowance if for any reasons vehicles are required to overnight outside of Badghis and Wardak Provinces

The transport is responsible for ensuring that drivers receive annual leave, sick leave and any other applicable leave in accordance with Afghan labor law. Replacement drivers must be provided by the transport to ensure the vehicles remain operational – ANURDO retains the right to interview and vet replacement drivers

Tools and Equipment:

The vehicle must be equipped with the following:

Full working vehicle fire extinguisher

Minimum of 2 liters of reserve engine oil

Spare tire

Toolbox

Insulation tape

Pulling cable

Battery start cables

Jack with handle in good working condition

Wheel nut brace/wrench

Set of emergency repair tools

Registration documents:

The applicant must provide the update registration documents for the vehicles.

Fuel:

Fuel should be provided by Rental Company, up to 5000 kilometers monthly. ANURDO will not accept any fuel cost till 5000kms.

Other

ANURDO will deducted 2% Gov. TAX from Suppliers in every payments.

Maintenance

The service provider shall carry out regular maintenance and service of the vehicle, this should be done during non-working hours. If any maintenance or service is required during working hours, then a replacement vehicle shall be provided by the transport. Failure to do so will result in non-payment for any days that the vehicle is not available, this will be calculated at a pro-rata basis.

The transport shall be responsible for all the repair and maintenance of its vehicles under this contract. Any expenses incurred by ANURDO in urgent cases must also be reimbursed by the vehicle supplier

At a minimum, each vehicle should be serviced every 1500 – 2000 kilometers at which point the following should be changed: Motor Oil, Oil Filter and Fuel filter

The service provider shall undertake all liabilities for any accident or damage to the vehicle or by the vehicle to the third parties

Vehicle replacement within 24 hours, if breakdown/accident occurs.

Confirmation of Bidder's compliance:

I, the Bidder, hereby certify that our tender is a genuine offer and intended to be competitive and we confirm we are eligible to participate in public procurement and meet the eligibility criteria specified in the Invitation to Bid. We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

I confirm that ANURDO may in its consideration of our offer, and subsequently, rely on the statements made herein.

Name: _____

Title: _____

Signature and stamp: _____

Date of signing: _____

SUBMISSION:

Please submit your bids in accordance with the requirements detailed below:

Complete sealed bid documents should be submitted to Afghanistan National Urban and Rural Development Organization (ANURDO) **Head Office = House # 38, Street # 10, Karte Se, District # 6, Kabul, Afghanistan no later than September, 03, 2023 - 4:00 PM Afghanistan Kabul Time.**