**Request for Quotation:**

**ITB-KBL-23-049 Tender for Framework Agreement Rental Car Service for 1 year in Uruzgan Province of Afghanistan**

Medair within its programs implemented in Afghanistan invites suppliers to submit a quotation for a Framework agreement to provide rental car services. Overall Medair plans to rent up to **30 different** vehicles for its programs.

**Medair reserves the right to enter into a Framework Agreement with more than one supplier. The Framework Agreement will not specify any minimum quantity of value of services that will be obtained from a contracted party.**

The quotation shall include:

* Vehicles in a safe and sound condition according to the requirements of the traffic laws of Afghanistan, seatbelts for all passenger seats, registered and with a number plate of the Government of Afghanistan, spare wheel and tools, basic first aid kit,
* All vehicles shall be left hand drive,
* The ownership and registration of the vehicles must be in the Service Provider name,
* regular physical/mechanical check-ups of the vehicles,
* periodic maintenance after 2000 km and needed repairs of the vehicles,
* full comprehensive insurance coverage for car, driver, passenger and third parties,
* provision of immediate (latest in 1 day) replacement vehicle when a vehicle has a breakdown, accident or gets detained,
* provision of unlimited fuel,
* If required, a driver with a valid driving license issued from the Government of Afghanistan, minimum age 18 years, good record of driving, knowledge of roads and locations in Afghanistan,
* Working conditions for drivers according to Afghanistan Labor law!
* Minimum salary for drivers 17,000 AFN per month,
* Contract between Service provider and Driver, Salary for Drivers MUST deposit to authorized Bank Account under the name of Drivers with monthly pay slips sent to Medair,
* Medair and Service Provider will adhere to Afghanistan Labor law,
* If anything happens to our operation Medair has the right to cancel the contract the same day with consideration that the salary of the driver must be paid full for the full month. Payment for the car will be according to daily rate for the actual working days,
* The contract unit prices are fixed. No compensation will be paid for fuel or materials price rises/changes,
* The vehicle and driver must be available for exclusive use by Medair and in accordance with Medair procedures from 08:00am till 05:00 pm Sunday till Thursday. Medair has the right to use the cars if any needs all week,
* The driver should have 6/6 vision (with or without glasses), Should not be color blind, and should not suffer from night blindness,
* Company not allowed to rent cars from drivers,
* All equipment’s in Annex K - List of equipment in the car, must be in every rented Cars
* Personal Protection Equipment against Covid-19 for the driver (face mask + hand sanitizer)
* Payment will be made to the contractor within one month upon submission of an invoice and completed Medair Log sheets,
* The organization reserves the right to request to change the driver based on driver behavior, staff feedback, driving style and experience,
* No Per diem cost or accommodation for driver during travel and per night if staying in a location over night

We intend to use the vehicles, but not limited to, in the listed Provinces of Afghanistan:

* + - Uruzgan Province
    - Occasionally day trips to Kandahar Province

Medair intends to award a **Service Framework agreement for the supply of rental vehicles in Uruzgan Province of Afghanistan for 1 year** in the framework of its humanitarian programs funded by all Medair donors.

Through requesting the quotation, Medair will select one or multiple service providers with whom a framework agreement, valid for **12 month** and starting on the **01 January 2024**, for the following vehicles shown in the list below that Medair intends to rent depending on the need.

Please check **Annex D-1 Financial Evaluation Form /Price list sheet**. Both documents must be filled by bidders

**Lot #1 Uruzgan Province:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N | **Description of Vehicle** | **Year of Model** | **Including fuel and driver** | | | **Total Amount AFN Per Line (each Row)** | **Offered brand, model and year of manufacture** |
| **Daily rate in AFN** | **Weekly rate in AFN** | **Monthly rate in AFN** |  |  |
| 1 | **Passenger Car** – (Toyota Fielder or Equivalent) | Model 2003 |  |  |  |  |  |
| 2 | **Passenger car** (Toyota Fielder or Equivalent) | Model 2010 |  |  |  |  |  |
| 3 | **Passenger car with Hybrid engine** – (Toyota Prius or Equivalent) | Model 2010 |  |  |  |  |  |
| 4 | **Pick up 4x4** – Double cabin, 5 seats (Toyota Hilux or Equivalent) | Model 2005 |  |  |  |  |  |
| 5 | **Pick up 4x4** – Double cabin, 5 seats (Toyota Hilux or Equivalent) | Model 2010 |  |  |  |  |  |
| 6 | **Passenger Car 4x4** - 5 doors, 5 seats (Toyota Land Cruiser HZJ76 or Equivalent) | Modell 2003 |  |  |  |  |  |
| 7 | **Passenger car 4x4** - 5 Doors, 5 seats (Toyota Land Cruiser HZJ76 or Equivalent) | Model 2010 |  |  |  |  |  |
| 8 | **Mini Bus** – with seating capacity of 9 passengers (Toyota HIACE or Equivalent). | Model 2010 |  |  |  |  |  |
| 9 | **Mini Bus** **4x4** – with seating capacity of 9 passenger (Toyota HIACE or Equivalent) | Model 2010 |  |  |  |  |  |
| 10 | **Ambulance car 4x4 -** (Toyota Land cruiser or Equivalent) with basic medical kit including 24h/7 driver service and fuel | Model 2010 |  |  |  |  |  |
| 11 | **Ambulance Mini Bus -** (Toyota HIACE Ambulance or Equivalent) with basic medical kit including 24h/7 driver service and fuel | Model 2010 |  |  |  |  |  |
| 12 | **Truck** - up to 2-ton loading capacity (Mazda Dyna or Equivalent) | Model 2000 |  |  |  |  |  |
| **Total AFN for every Column** | | |  |  |  |  |  |

**No additional prices for Movements between Provinces**

**All prices shall be in AFN, including all taxes and fees and referring to one vehicle!**

**Others:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.N** | **item** | **Daily rate in AFN** | **Weekly rate in AFN** | **Monthly rate in AFN** |
| **1** | **Salary for additional driver per column (not less than 17,000 AFN per month)** |  |  |  |

**The quotation shall be valid minimum until the 30 April 2024**

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| Special terms & conditions (if different from above): |

In addition to the quotation document the service provider shall submit:

* Medair RFQ document, duly completed, signed and stamped (use Medair RFQ format),
* Supplier Registration Form duly completed, signed and stamped,
* Copy of Valid Business License for operations in *Afghanistan,*
* Copy of Personnel national ID document of the supplier/company representative,
* Reference contacts of an NGO or INGO in *Afghanistan,*
* Brand/model name of quoted item if applicable,
* Proof of similar experience with an NGO’s/INGO’s in *Afghanistan*,
* sample of the driver rosters and Contracts between Company and Drivers
* BHA supplier vetting form filled for President, Vice-President, and Finance Manager for the bidding company,
* All Annexes must be filled, signed and stamped ,

|  |  |
| --- | --- |
|  | **Service Provider contact** |
| **Name of company** |  |
| **Name of contact person** |  |
| **Address** |  |
| **Phone number** |  |
| **E-mail address** |  |
| **Date** |  |
| **Signature and stamp** |  |

By signing I confirm I have read and understood the terms and conditions of this Quotation process!