Request for Proposal



**Danish Refugee Council**

**House 1431(29), Street # 1, PD # 3, Kart-e-Chahar**

**Kabul, Afghanistan**

10th March 2024

To: All Interested Bidder/s

**Request for Proposal No.: AFG-East-RFP-001-2024 Provision of car rental services for DRC Afghanistan via Purchase Agreement (PA)**

Dear Sir/Madam:

The Danish Refugee Council (DRC) has received a grant from different donors for the implementation of the humanitarian aid operation in Afghanistan. As part of this operation, DRC requires rental vehicle services.Therefore, the DRC requests you to submit price bid(s) for the provision of service (s) listed on the attached DRC Bid Form Annex A.

# Tender Details

The Tender details are as follows:

|  |  |  |
| --- | --- | --- |
| **Line** | **Item** | **Time, date, and address as appropriate** |
| 1 | RFP published date | 10th March-2024 |
| 2 | Pre-bid meeting (Interested bidders are required to send an email to[afg-procurement@drc.ngo](mailto:afg-procurement@drc.ngo) for participating before the 13th -March-2024 to join) | 14th -March-2024@ 10:00 AM Afghanistan local Time.  The meeting will be held at DRC EAST office, Meeting Room, Jalalabad Afghanistan |
| 3 | Closing date for clarifications | 19th March-2024 @ 4:00 PM Afghanistan local Time. |
| 4 | Closing date and time for receipt of bids/proposals | 24th March 2024 @ 4:00 PM Afghanistan local Time. |
| 5 | Tender Opening Location | DRC EAST office, Meeting Room, Jalalabad Afghanistan |
| 6 | Tender Opening Date and Time | 25th March-2024 @ 10:00am Afghanistan local Time |

**PLEASE NOTE: NO BIDS WILL BE ACCEPTED AFTER THE ABOVE CLOSING TIME AND DATE**

# Important information regarding this RFP:

* This RFP is launched to establish a purchase agreement with the supplier for the provision of rental vehicles/cars for a period of 12 months with the possibility of Six months extension.
* A Purchase Agreement (PA) is an agreement with a single supplier (or group of suppliers) to establish terms governing contracts that may be awarded during the period of the PA. DRC, as contracting authority, does not guarantee any volume of orders under PAs as all purchases will be based on the needs and activities of DRC.
* DRC may choose to cancel the agreement if deemed necessary.
* DRC may choose to split the contract award to more than one supplier.
* The specifications and scope of services can be found in Annex A.1 (Technical Bid Form) and Annex F (Scope of Services).
* The delivery time of the services shall be within 2-3 days of placing the order. DRC may terminate the contract if the supplier fails to deliver services within this period.
* No advance payment will be paid to the awarded supplier. The awarded supplier is expected to mobilize its resources to provide the agreed service.
* To participate in the PAs, bidders will need to be successful in this tender exercise. When a PA is established with a supplier, the purchasing mechanism will be based on a Service Contract/PO for a specified period of time and schedule of services - so when DRC requires a service, a Service Contract/PO will be sent to the supplier to contract each specific order and confirm terms. Each Service Contract/PO will be an individual contract based on the agreed terms in the PA and governing terms and conditions in the Service Contract/PO and DRC General Conditions of Contract.
* The current monthly DRC fleet operation is as below:

|  |  |  |  |
| --- | --- | --- | --- |
| Area | Location | Type of Car or vehicle | Number of vehicles |
| East Area office | 1. Nangarhar, Kunar and Nuristan 2. Nangarhar, Kunar and Nuristan 3. Nangarhar, Kunar and Nuristan 4. Nangarhar, Kunar and Nuristan 5. Nangarhar, Kunar and Nuristan | Similar to Pick Up Model 2002-2008 | 18 |
| Similar to Toyota Corolla Model 1997 | 4 |
| Similar to Toyota Fielder Model 2002-2008 | 4 |
| Similar to Toyota Saracha Model 1997 | 4 |
| Similar to Toyota 2D Model2005-2008 | 4 |
|  |
|  |
| Current monthly total number of operating fleets on monthly basis. | | See the Annex A.1 |  |

* The quantities indicated in the technical bid form (Annex A.1) are estimates only and are to aid the bidder in the preparation of their bid. DRC is not committed to rent all types of the listed vehicles or a fixed number of any of the vehicles and the final number of vehicles rented may fall below or surpass those stated.

# Selection and Award Criteria

The criteria for awarding contracts resulting from this RFP is based on ‘best value for money’. For all tenders, DRC defines the best value for money as:

*Best value for money should not be equated with the lowest initial bid option. It requires an integrated assessment of technical, organizational, and pricing factors in light of their relative importance (i.e. reliability, quality, experiences, reputation, past performance, cost/fee realism, delivery time, reasonableness, need for standardization, and other criteria depending on the item to be procured).*

For all bids deemed technically compliant as per the specification stipulated in Annex F – Term of reference, DRC will give a weighted combined technical and financial score. The weighted score will determine the contract award.

## Administrative Evaluation

A bid shall pass the administrative evaluation stage before being considered for technical and financial evaluation. Bids that are deemed administratively non-compliant may be rejected. The documents listed below shall be submitted with your bid.

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Annex #** | **Document** | **Instructions** |
| 1 | A.1 | Technical Bid Form | Template provided by DRC with this ITB – Bidder should Complete ALL sections in full, sign, stamp, and submit (Incomplete form will result in disqualification of your offer. **MANDATORY** |
| 2 | A.2 | Financial Bid Form | Template provided by DRC with this ITB – Bidder should Complete ALL sections in full, sign, stamp, and submit (Incomplete form will result in disqualification of your offer. **MANDATORY**  Note: Financial bid should be separated from the technical bid |
| 3 | ‌B | Tender and Contract Award Acknowledgement Certificate | Template provided by DRC with this ITB – Bidder should Complete ALL sections in full, sign, stamp, and submit. **MANDATORY** (Absence or Incomplete will result in disqualification of your offer.) |
| 4 | C | General Conditions of Contract | Template provided by DRC with this ITB – Bidder should Complete ALL sections in full, sign, stamp, and submit. **MANDATORY** (Absence or Incomplete will result in disqualification of your offer.) |
| 5 | D | Supplier Code of Conduct | Template provided by DRC with this ITB – Bidder should Complete ALL sections in full, sign, stamp, and submit. **MANDATORY** (Absence or Incomplete will result in disqualification of your offer.) |
| 6 | E | Supplier Profile and Registration Form | Template provided by DRC with this ITB – Bidder should Complete ALL sections in full, sign, stamp, and submit. **MANDATORY** (Absence or Incomplete will result in disqualification of your offer.) |
| 7 | F | Scope of Services | Complete ALL sections in full, sign, stamp and submit in the **Technical bid** envelope **(Mandatory)** |
| 8 | G | Reference list | Complete ALL sections in full, sign, stamp and submit in the **Technical bid** envelope **(Mandatory)** |
| 9 | N/A | A Copy of a Valid Business License  A copy of owner NID  A copy of TIN | A copy MUST be attached and submit in the **Technical bid** envelope **(Mandatory)** |
| 10 | N/A | Company’s profile | Reference document shows past experience in similar services, including number and location of the company’s HQ and branches. Submit in the **Technical bid** envelope |
| 11 | N/A | Table showing the company owned fleet of all vehicle capacities for all model and ownerships. | Should be submitted in the **Technical bid** envelope **(Mandatory)** |
| 12 | N/A | Previous contracts for Similar Service | Reference document copy of previous contracts for Similar Supplies, within the last 3-5 years. Submit in the **Technical bid** envelope **(Mandatory)** |
| 13 | N/A | Proof of financial capacity | Copy of external document to prove the company financial statement such us recent updated bank statement,. Submit in the **Technical bid** envelope **(Mandatory)** |

**Failure to provide above mentioned documents, may result in automatic disqualification of the bid.**

## Technical Evaluation

To be technically acceptable, the bid shall meet or exceed the stipulated requirements and specifications in the RFP. A Bid is deemed to meet the criteria if it confirms that it meets the conditions, procedures, and specifications in the RFP without substantially departing from or attaching restrictions to them. If a Bid does not technically comply with the RFP, it will be rejected.

The criteria for the tender are stipulated in Annex A – DRC Bid Form.

The technical criteria for this RFP and their weighting in the technical evaluation are:

|  |  |  |
| --- | --- | --- |
| Technical criteria # | Technical Criteria | Weighting in technical evaluation Total 100% |
| 1 | **Experience in Similar services – including the provision of required service to International NGOs**   * Less than one experience contract with INGO (Score 1 out of 10) not meeting requirement. * From 1 to 2 experience contracts with INGO (score 4 out of 10) Slightly less than requirement. * From 3 to 4 experience contracts with INGO (score 5 out of 10) minimum requirement.  1. From 4 to 5 experience contracts with INGO (score 7 out of 10) Slightly above requirement. 2. Over 6 experience contracts with INGO (score 10) Significantly above requirement.   Note:   * Minimum contracted duration with INGOs is one year. | 25% |
| 2 | **Company’s Financial Capacity**   * Less than 1000,000 AFN annual turnover (score 1 out of 10) not meeting requirement. * From 1,000,001 AFN to 2,000,000 AFN annual turnover (score 4 out of 10) Slightly less than requirement. * From 2,000,001 AFN to 5,000,000 AFN annual turnover (score 5 out of 10) Minimum requirement. * From 5,000,000 AFN to 10,000,000 AFN annual turnover (score 7 out of 10) Slightly above requirement. * Over 10,000,000 AFN annual turnover (score 10 out of 10) Significantly above requirement. | 25% |
| 3 | **Size of owned fleet of all vehicle capacities for 2008 model or higher**   1. having Less than 10 owned vehicles (score 1 out of 10) not meeting requirement. 2. From 11 to 20 owned vehicles (score 4 out of 10) Slightly less than requirement 3. From 21 to 30 owned vehicles (score 5 out of 10) minimum requirement. 4. From 31 to 40 owned vehicles (score 7 out of 10) Slightly above requirement 5. Over 41 owned vehicles (Score 10 out of 10) (Significantly above requirement) | 25% |
| 4 | **Availability of branches and workshops**   1. availability of no branch in Nangarhar and Kunar (score 1 out of 10) not meeting requirement. 2. One branch in each location (score 5 out of 10) minimum requirement 3. Two branches in each location (7 out of 10) Slightly above requirement 4. More than two branches are (Score 10 out of 10) (Significantly above requirement) | 25% |
| **DRC will use the Scoring method to technically evaluate each of the above criteria, bids must score 50% or above for each of the criteria weighted score in order to pass to the financial evaluation**  **For Example: Experience in similar services needs to score 12.5 or more out of 25 to pass and so on for the other criteria. Bid’s should pass in all four criteria.** | | 100% |

## Financial Evaluation

All bids that pass the Technical Evaluation will proceed to the Financial Evaluation. Bids that are deemed technically non-compliant will not be financially evaluated.

# Tender Process

The following processes will be applied to this Tender:

* Tender Period
* Tender Closing
* Tender Opening
* Administrative Evaluation
* Technical Evaluation
* Financial Evaluation
* Contract Award
* Notification of Contract Award

# Submission of Bids

Bidders are solely responsible for ensuring that the full bid is received by DRC by the RFP requirements, before the specified date and time mentioned above. DRC will consider only those portions of the bids received before the closing date and time specified.

All responsive Bids shall be written on the **DRC Bid Form (Annex A.1 and A.2)**.

Beyond the DRC Bid Form, the following documents shall be contained with the bid:

* **Tender & Contract Award Acknowledgment Certificate (Annex B) and if required the Supplier Profile and Registration form (Annex E), plus any other documents required.**
* **Copy of Valid business license**
* **Copy of company’s president ID card/Passport**
* **Company’s profile shows past experience in similar Supplies and general supplies and services.**
* **DRC General Conditions of Contract (Annex C)**
* **Supplier Code of Conduct (Annex D)**
* **Scope of Services (Annex F)**
* **Reference List (Annex G)**
* **List of branches/ offices in both Nangarhar and Kunar**
* **Table showing the company owned fleet of all vehicle capacities for all models with ownerships.**
* **Copy of previous contracts for similar supplies or works within the last 3-5 years**
* **Copy of external documents to prove financial capacity of the company, such as updated bank statements and/or auditors reports for the last 3 years.**

Bids not submitted on Annex A, or not received before the indicated time and date as set forth on page 1, or delivered to any other email address, or physical address will be disqualified.

Bids submitted by mail, email, or courier by so are at the Bidder's risk and DRC takes no responsibility for the receipt of such Bids.

Bidders are solely responsible for ensuring that the full Bid is received by DRC by the RFP requirements.

## Hard Copy:

Hard copy Bids shall be separated into ‘Financial Bid’ and ‘Technical Bid’:

* + The Financial Bid shall only contain the financial bid form, Annex A.2
  + The Technical Bid shall contain all other documents required by the tender as mentioned in section A. Administrative Evaluation but excluding any pricing information.

Each part shall be placed in a **sealed** envelope, marked as follows:

Both envelopes shall be placed in an outer **sealed** envelope, addressed, and delivered to:

RFP No.: **AFG-East-RFP-001-2024**

RFP Title: **Provision of Rental Car/Vehicle**

**TECHNICAL BID**

Bidder Name:

RFP No.: RFP No.: **AFG-East-RFP-001-2024**

RFP Title:  **Provision of Rental Car/Vehicle**

**FINANCIAL BID**

Bidder Name:

Both envelopes shall be placed in an outer **sealed** envelope, addressed, and delivered to:

RFP No.: **AFG-East-RFP-001-2024**

RFP Title: **- Provision of Rental Car/vehicles**

**Address to Offer Delivery: PD3 East Area Office next to Nangarhar University Teaching Hospital street# 1 House# 15**

## Email submission.

## Bids can be submitted by email to the following dedicated, controlled, & secure email address:

[**Tender.afg@drc.ngo**](mailto:Tender.afg@drc.ngo)

When Bids are emailed, the following conditions shall be complied with:

* **The RFP number shall be inserted in the Subject Heading of the email.**
* **Separate emails shall be used for the ‘Financial Bid’ and ‘Technical Bid’, and the Subject Heading of the email shall indicate which type the email contains.**
  + The financial bid shall only contain the financial bid form, Annex A.2
  + The technical bid shall contain all other documents required by the tender but excluding all pricing information.
* Bid documents required, shall be included as an attachment to the email in PDF, JPEG, TIF format, or the same type of files provided as a ZIP file. Documents in MS Word or Excel formats will result in the bid being disqualified.
* Email attachments shall not exceed 4MB; otherwise, the bidder shall send his bid in multiple emails.

*Failure to comply with the above may disqualify the Bid.*

DRC is not responsible for the failure of the Internet, network, server, or any other hardware, or software, used by either the Bidder or DRC in the processing of emails.

DRC is not responsible for the non-receipt of Bids submitted by email as part of the e-tendering process.

**Bids can be submitted in one of two ways, hardcopy or electronically. If the Bidder submits a Bid in both Hardcopy and electronically, DRC will choose the version that is the most advantageous to DRC.**

# Submission of Samples

N/A

# Completion of Bid Form

## Prices Quoted

Any discount offered shall be included in the Bid price.

## Currency

The currency of the Bid shall be in *AFN.* No other currencies are acceptable.

## Language

The Bid Form and all correspondence and documents related to this RFP shall be in English.

## Packaging (REMOVE IF SERVICES)

Packaging shall be of international shipping standard, strong quality, and suitable for shipment as provided in the Bid Form.

## Origin (REMOVE IF SERVICES)

The country of origin of the items shall be clearly stated.

## Presentation

Bids shall be legible. Prices entered in lead pencil will not be considered. All erasures, amendments, or alterations shall be initiated by the signatory to the Bid. Do not submit blank pages of the Bid Form and/or schedules that are unnecessary for your offer. All documentation shall be written in English. All Bids shall be signed by a duly authorized representative of the Bidder.

## Split Awards

DRC reserves the right to split awards.

## Validity Period

Bids shall be valid for at least the minimum number of days specified in the RFP from the date of Bid closure. DRC reserves the right to determine, at its sole discretion, the validity period in respect of Bids which do not specify any such maximum or minimum limitation.

# Acceptance

DRC reserves the right, at its sole discretion, to consider as invalid or unacceptable any Bid which is a) not clear; b) incomplete in any material detail such as specification, terms delivery, quantity, etc.; or c) not presented on the Bid Form – and to accept or reject any amendments withdraws and/or supplementary information submitted after the time and date of the RFP Closure.

# Award of Contracts

This RFP does not commit DRC to award a contract or pay any costs incurred in the preparation or submission of Bids, or costs incurred in making necessary studies for the preparation thereof, or to procure or contract for services or goods. Any bid submitted will be regarded as an offer made by the Bidder and not as an acceptance by the Bidder of an offer made by DRC. No contractual relationship will exist except under a written contract document signed by a duly authorized official of DRC and the successful Bidder.

DRC may award contracts for part quantities or individual items. DRC will notify successful Bidders of its decision concerning their Bids as soon as possible after the Bids are opened. DRC reserves the right to cancel any RFP, to reject any or all Bids in whole or in part, and to award any contract.

Suppliers who do not comply with the contractual terms and conditions including delivering different products and of different origin than stipulated in their Bid and covering contract may be excluded from future DRC RFPs.

# Confidentiality

This RFP or any part hereof, and all copies hereof shall be returned to DRC upon request. This RFP is confidential and proprietary to DRC, contains privileged information, part of which may be copyrighted and is communicated to and received by Bidders on the condition that no part thereof, or any information concerning it may be copied, exhibited, or furnished to others without the prior written consent of DRC, except that Bidders may exhibit the specifications to prospective subcontractors for the sole purpose of obtaining offers from them. Notwithstanding the other provisions of the RFP, Bidders will be bound by the contents of this paragraph whether their company submits a Bid or responds in any other way to this RFP.

# Collusive Bidding and Anti-Competitive Conduct

Bidders and their employees, officers, advisers, agent, or sub-contractors shall not engage in any collusive bidding or other anti-competitive conduct or any other similar conduct, in relations to:

* The preparation of submission of Bids,
* The clarification of Bids,
* The conduct and content of negotiations,
* Including final contract negotiations,

In respect of this RFP or procurement process, or any other procurement process being conducted by DRC in respect of any of its requirements.

For this clause, collusive bidding, other anti-competitive conduct, or any other similar conduct may include, among other things, the disclosure to, exchange, or clarification with, any other Bidder, person, or entity, of information (in any form), whether or not such information is commercial information confidential to DRC, any other Bidder, person or entity to alter the results of a solicitation exercise in such a way that would lead to an outcome other than that which would have been obtained through a competitive process.

# Improper Assistance

Bids that, in the sole opinion of DRC, have been compiled:

* With the assistance of current or former employees of DRC, or current or former contractors of DRC in violation of confidential obligations or by using information not otherwise available to the public or which would provide a non-competitive benefit,
* With the utilization of confidential and/or internal DRC information not made available to the public or to the other Bidders,
* In breach of an obligation of confidentially to DRC, or contrary to these terms and conditions for submission of a Bid, shall be excluded from further consideration.

Without limiting the operation of the above clause, a Bidder shall not, in the absence of prior written approval from DRC, permit a person to contribute to, or participate in, any process relating to the preparation of a Bid or the procurement process, if the person has at any time during the 6 months immediately preceding the date of issue of this RFP was an official, agent, servant, or employee of, or otherwise engaged by, DRC and was engaged directly, or indirectly, in the planning or performance of the requirement, project, or activity to which this RFP relates.

# Corrupt Practices

DRC has zero tolerance for corruption.

The Bidder represents and warrants that neither it nor any of its potential subcontractors are engaged in any form of corruption, defined by DRC as the misuse of entrusted power for private gain.

This definition is not limited to interactions with public officials and covers both attempted and actual corruption, as well as monetary and non-monetary corruption. The definition includes, but is not limited to, corruption in the form of facilitation payments, bribery, gifts constituting an undue influence, kickbacks, favouritisms, cronyism, nepotism, extortion, embezzlement, misuse of confidential information, theft, and various forms of fraud, such as forgery or falsification of documents, and financial or procurement fraud. No offer, payment, consideration, or benefit of any kind, which could be regarded as an illegal or corrupt practice, shall be made, promised, sought, or accepted – directly or indirectly – as an inducement or reward about activities funded by DRC, including tendering, award or execution of contracts. DRC reserves the right, without prejudice to any other right or remedy available to it, according to any violation of this clause to immediately reject the submitted offer, and to take such additional action, civil and/or criminal, as may be appropriate.

The Bidder agrees to accurately communicate DRC’s policy about anti-corruption to Third Parties. The Bidder furthermore agrees to inform DRC immediately of any suspicion or information it receives from any source alleging a violation of this policy to the contact details of the specific DRC country operations via [www.drc.dk/where-we-work](http://www.drc.dk/where-we-work), or via DRC’s Code of Conduct Reporting Mechanism: [www.drc.dk/relief-work/concerns-complaints/code-of-conduct-reporting-mechanism](http://www.drc.dk/relief-work/concerns-complaints/code-of-conduct-reporting-mechanism). Reports of suspected corruption can also be reported directly to DRC HQ at [c.o.conduct@drc.dk](mailto:c.o.conduct@drc.dk).

# Conflict of Interest

A Bidder shall not and shall ensure that its employees, officers, advisers, agents, or subcontractors do not place themselves in a position that may, or does, give rise to an actual, potential, or perceived conflict of interest between the interests of DRC and the Bidder’s interests during the procurement process.

If during any stage of the procurement process or performance of any DRC contract, a conflict of interest arises or appears likely to arise, the Bidder shall notify DRC immediately in writing, setting out all relevant details of the situation, including those cases in which the interests of the Bidder conflict with the interests of DRC, or cases in which any DRC official, employee or person under contract with DRC may have, or appear to have, an interest of any kind in the Bidder’s business or any kind of economic ties with the Bidder. The Bidder shall take steps as DRC may reasonably require, to resolve or otherwise deal with the conflict to the satisfaction of DRC.

# Withdrawal/Modification of Bids

Requests to withdraw a Bid after the Bid Closure Time shall not be honoured. If the selected Bidder withdraws its Bid, DRC shall duly register the said Bid and shall evaluate it alongside all other received Bids. If the selected Bidder has furnished a Bid security, DRC shall withhold such Bid security until the issue has been resolved.

Withdrawal of a Bid may result in your suspension or removal from the DRC suppliers List.

A Bidder may modify its Bid prior to the RFP closure. Any such modification shall be submitted in writing and in a sealed envelope, marked with the original Bid number. No modification shall be allowed after the RFP closure.

# LATE BIDS

All Bids received after the RFP closure will be rejected.

# Opening of the RFP

The Tender Opening will take place at the time and location stated above.

Any attempt by a Bidder to influence the Evaluation Committee in the process of examination, clarification, evaluation, and comparison of tenders, to obtain information on how the procedure is progressing, or to influence DRC in its decision concerning the award of the contract will result in the immediate rejection of the tender.

# Conditions of Contract

All Bidders shall acknowledge that the DRC General Conditions of Contract for the Procurement of Goods, or Services, or the Special Conditions of Contract, as applicable, are acceptable.

# Cancellation of the RFP

In the event of an RFP cancellation, Bidders will be notified by DRC. If the RFP is cancelled before the outer envelope of any Bid has been opened, the sealed envelopes will be returned, unopened, to the Bidders

The RFP may be cancelled in the following situations:

* where no qualitatively or financially worthwhile Bid has been received or there has been no response at all;
* the economic or technical parameters of the project have been fundamentally altered;
* exceptional circumstances or force majeure render normal performance of the project impossible;
* all technically compliant Bids exceed the financial resources available; or
* there have been irregularities in the procedure, in particular where these have prevented fair competition.

DRC shall not be liable for damages, whatever their nature (in particular damages for loss of profits) or relationship to the cancellation of an RFP, even if DRC has been advised of the possibility of damages. The publication of a procurement notice does not commit DRC to implement the program or project announced.

# Queries about this RFP

For queries on this RFP, please contact the Procurement manager, [afg-procurement@drc.ngo](mailto:afg-procurement@drc.ngo)

All questions regarding this RFP shall be submitted in writing to the above. In the subject line, please indicate the RFP number. **Bids shall not be sent to the above email**.

All questions during the tender period, as well as the associated answers, will be shared with all suppliers invited, or for open tenders published at: www.acbar.org

# RFP Documents

This RFP document contains the following:

1. This covering Letter
2. Annex A: DRC Bid Form (Technical bid and financial bid)
3. Annex B: Tender and Contract Award Acknowledgment Certificate
4. Annex C: DRC General Conditions of Contract
5. Annex D: DRC Supplier Code of Conduct
6. Annex E: Supplier Profile and Registration
7. Annex F: TOR
8. Annex G: Past Experience and Reference List

Under DRC’s Anticorruption Policy Bidders shall observe the highest standard of ethics during the procurement and execution of such contracts. DRC will reject a Bid if it determines that the Bidder recommended for award, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing the Contract.

Yours sincerely

Supply Chain - Procurement