



Request for Quotation (RFQ)

For

Renting of

Two 4Runner vehicles for GHOR Provincial Office

Client	:	Rah-e-Rahnaward Social Welfare Organization(RRSWO)
Funded By	:	CRS
Project Code	:	2451.100.01

Date of RFQ: 17 July 2024

Issued by:

Rah-e-Rahnaward Social Welfare Organization (RRSWO)

Traffic Square, 4th District Municipality office street, road # 3

Kabul - Afghanistan

Dear Sir,

The Rah-e-Rahnaward Social Welfare Organization (RRSWO) (hereinafter referred to as the Client) invites you to submit Bids for the following vehicles to rent for Ghor Provincial Office

Two Four Runner Rental Vehicles for the Period of Six (6) months: Model 2000 or Above, Left Hand Drive with Afghanistan Road Condition and in good working condition with having one spare wheel, Basic repair tools, wheel replacement equipment in case of break down, all the vehicles expenses, Deriver's wages, Fuel, Oil, Maintenance, repair and other necessary requirement will be the responsibility of Contractor, the vehicles will be used within Firoz Koh , Do Laina , Tolak and Saghar Districts of GHOR province for staff pick and drop and field operations, the required average Kilometer per month is 2000 Km.

RRSWO needs to rent vehicles for the period of Six months with effect from the signing date of contract

DETAILS OF VEHICLES, PROVINCE AND DISTRICTS

S. N.	Item Description & Details	Province and District	Unit	Duration in month	Unit Rate/month Inclusive tax in AFN	Total Amount inclusive tax in AFN	Remarks
1	Two 4Runner vehicles model 2000 or above for GHOR Provincial Office for the period of Six months with possibility of extension	1 Toyota 4 Runner Vehicle model 2000 or above for Firoz Kohn and Do Laina Districts of Ghor Province.	1	6			
2		1 Toyota 4 Runner Vehicle model 2000 or above for Tolak and Saghar Districts of Ghor Province.	1	6			
Total Amount for provision of 5 Rental Vehicles for One Month (Including Taxes in Afghani)							
Total Amount in words							
Delivery Offered							
Signature of Supplier			Supplier's Stamp:				
Name and contact No of Supplier			Date:				

Terms and Conditions

1. The Four Runner vehicles **model should be 2000 or above.**
2. All Two vehicles Toyota Four Runner for Ghor Provincial Office must be in good working condition with one spare wheel, basic repair tools, and wheel replacement equipment in case of break down.
3. The Rented Vehicles will be made available by the Contractor to the Client for twelve hours per day and Six (6) days per week for the duration of the Contract to provide transport services for the Client (RRSWO) within Ghor province for staff pick and drop and field operations. Depending on the requirement the vehicle may be provided on the 7th day of the week, for which the billing will be on daily price basis for that actual day.
4. The Rented Vehicles shall be parked in Ghor Field Office parking compound, Six days per week (during working hours as defined above).
5. The Contractor will carry out and pay all the costs of the servicing of the Rented Vehicles according to the factory maintenance manual where servicing includes regular replacement of engine oil, replacement of air and fuel filters, checking and servicing of brakes, and all other servicing and maintenance works to ensure that the Rented Vehicle is in good working order. The Contractor shall also be responsible to bear all costs for all Services including all expenses and Drivers wages, break down services and replacement of spare parts, if any.
6. In case of absence of the any vehicle for each day the contractor will be responsible for the re-imbursment to the client.
7. The average mileage for a month is **(2000)Km**
8. The payment will be done at end of each month.
9. Tax will be deducted as per the Taxation Law of Afghanistan.
10. In case of any field missions all the expenses of the driver will be the responsibility of Contractor.
11. The drivers should have a valid driving license.
12. The Drivers should not have any criminal cases, drivers are required to have three years' experience with at least 6 months experience with an official organization and the driver should have good personality.
13. The Contractor shall take all appropriate measures to prevent sexual exploitation or abuse of any direct beneficiary of the RRSWO projects or programs receiving the goods or services provided under this Contract, or to any persons related to such beneficiaries, by its employees or any other persons engaged and controlled by the Contractor to perform any services under the Contract.
14. Guarantee form should be provided by company for drivers and approved by company.
15. The Contractor will be entirely responsible for any and all damages and losses incurred due to road accident, theft, or act of war or terrorism of the Rented Vehicle while the Rented Vehicle is used by the Client.
16. The Contractor will Invoice the Client on a monthly basis.
17. The client has reserved the right to include or exclude vehicles base on official letter within one week.
18. The contract duration may extend as per the agreement by both parties with the same condition of the contract.
19. In case of change or replacing vehicles or drivers, the company should inform RRSWO one week in advance.

Documentation Required with the Submission of the Quotation:

The Supplier shall attach the following documents to its quotation:

- 1- Hard Copy Update Business license
- 2- Hard Copy price list with Stamp
- 3- Official bank account and Bank Detail of the company
- 4- Further conditions will be mentioned in the agreement with the successful bidder

The timeline of the RFQ is as follows:

Request for Quotation Issuance Date: 17 July 2024

Last Date of Submission of RFQ: 23 July 2024

Submission Guideline:

Interested suppliers must submit the quotations in sealed envelopes to the address prior to the deadline, no late quotations will be considered.

Submission Address:

Kabul Office:

House No.14, Traffic Square, 4th District Municipality office street,, road # 3 – **Kabul**

Contact telephone: +93 (0) 780 033 063/ **Email add:** fareedrahimi2004@gmail.com

GHOR Office:

Firozkoh City, south of Red Crescent) Saramiasht), Dr:Omar Lalzad's house

Contact telephone: +93 (0) 789737273 / **Email add:** ghaforiqodous@gmail.com