



GOVERNMENT OF PAKISTAN,
MINISTRY OF INTERIOR
NATIONAL DATABASE AND REGISTRATION AUTHORITY (NADRA)
3rd Floor, PMO, RHO, G-10/4 ISLAMABAD
Tele- +92-51-9039-2853 Fax –+92-51- 9108352

RFQ No. NADRA/RHO-KP/RFQ/RV-2022

Dated 04-07-2022

Request for Quotation for Procurement of 3x Rental Vehicles for RHO-KP, TDP-ERP

National Database and Registration Authority has received credit from International Development Association (IDA) in the form of a Loan credit No. 57190-PK towards the cost of FATA Temporarily Displaced Persons Early Recovery Project (TDP-ERP). It is intended to apply a part of the proceeds of this credit to eligible payments under the contract for Procurement of 3x Rental Vehicles for RHO-KP, TDP-ERP.

FATA TDP-ERP now invites sealed quotations from reputed firms having previous experience of above work to quote their competitive prices as per attached Specifications (**Annexure-A**).

The request for quotations along with the accompanying documents must be received at **Plot# 30, 3rd Floor, Project Office, NADRA Regional Head Office, Mauve Area, G-10/4, Islamabad** not later than **13th July, 2022, 04:00 p.m.**

Terms and Conditions:

- i. The Quotation must be submitted according to the attached specifications.
- ii. The supplier must be GST registered and an active taxpayer. The supplier must write NTN number on the quotations.
- iii. Supplier may must give quotation for all items.
- iv. Please quote only one offer. The currency is Pakistani Rupee.
- v. Quotation must be typewritten.
- vi. Supply of vehicle as per address attached at **Annex-B** within **10 days** of issuance of Purchase Order.
- vii. Prices shall be fixed and Quote price should be in Pak Rupees.
- viii. The suppliers are requested to give their best and final prices as no negotiations are expected.
- ix. Quotations shall be valid for a period of **30 days** after submission.
- x. The purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bides at any time prior issuance of purchase order, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the purchaser's action.
- xi. Purchase order shall be issued to the lowest evaluated responsive bidder meeting all the requirements stated in the Request for Quotation offer.

Payment Terms:

- a) Hundred (100) percent payment on monthly basis shall be made in Pak Rupees within 28 days after receipt of invoice and certificate from the purchaser declaring that all contracted services have been performed.
- b) The copy of valid **NTN & GST certificate** is pre-requisite for submission of bids.



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Security:

The company providing services shall be responsible for the security of the vehicle or any items coming along with the rented vehicle. Project Section, RHO KP will not be responsible for any loss whatsoever due to security risks, negligence of driver or otherwise.

Oil/Fuel:

All running, repair and maintenance will be managed by the company which includes (Air/Petrol Filters, Oil change, Service). Service schedule should be mentioned and will be recorded and checked by Project Section, RHO KP. Vehicle fuel will be provided by Project Section, RHO KP as per actual consumption.

Theft/Loss:

In case of theft, snatching or total loss to the vehicle through accidents the company will deal with the insurance company for documentation, depreciation and final claim settlements with the insurance company.

Terms of Reference:

Successful bidder shall be agreed on following terms of references to provide the services:

- a) Successful bidder shall provide the Rent a Car on permanent basis, who shall be bound to provide the required services as per the terms & conditions mutually agreed between the parties. In case of delay, a penalty at the uniform rate of 2% of purchase order value on each day will be charged.
- b) Bid shall be valid for 30 days from the date of submission of proposal.
- c) Project Section, RHO KP reserves the right to increase/decrease the number of rent a car required.
- d) In case of any dispute regarding quantity, quality of services and specification, the decision of Project Section, RHO KP shall be final and binding.
- e) All prices quoted must be inclusive of all taxes. Income tax and GST (as applicable) will be deducted in accordance with the provisions of prevailing government rules as amend time to time.
- f) The payment shall be made within 28 days after delivery of required services and submission of invoice on monthly basis.
- g) Delivery Location: Unless otherwise 'agreed', delivery of vehicle against this order shall be made at address mentioned at **Annex-B**.

Procurement Specialist
(FATA TDP-ERP)



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Annexure-A

Specifications of Vehicle

S. No.	Description	Quantity	Monthly Rate of Vehicle without Driver (inclusive of all taxes) Per Unit	Total Cost
1	4 Door Sedan 1600 CC with Automatic Transmission, Latest model	03		

Mh



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Annexure-B

Delivery Address:

Plot# 31, 5th Floor, Project Section,
NADRA Regional Head Office,
EOBI Building, Sector B-1,
Phase-V, Hayatabad, Peshawar.