

Request for Quotation (RFQ) on the Procurement of the Project Vehicles

Issue Date: 19-11-2024

WARNING: Prospective Offerors who have received this document from a source other than the Partnership for Learning for All in Nigeria (PLANE) Project should immediately contact tenders@planenigeria.com and register their interest. Any prospective Offeror who fails to register their interest will not be attended to. Any amendments to this solicitation will be issued and posted via email.

Introduction:

Partnership for Learning for All in Nigeria (PLANE) is a Foreign Commonwealth and Development Office (FCDO) project with primary focus on basic education and the aim of ensuring more inclusive/effective educational systems that will deliver foundational skills whereby state and non - state basic education providers will have better learning outcomes as well as the marginalized groups of children.

In Pursuance of the above objectives, PLANE wishes to procure additional vehicles to meet up their logistics demands. The table below contains the details of the vehicles for procurement:

Quantity	Name of Vehicle and Brand	Vehicle Specification	Year
3	Toyota Hilux 4WD DC AC P SS AT (Middle East Spec.)	4 Wheel Drive, 2.7 Litre Petrol Engine, Double Cabin, Air Conditioner, Radio / CD Player, Central Lock, Power steering, Windows & Door Locks, Shell Specifications, Side Steps, Antilock Braking System (ABS), Auxiliary Gear, Airbags, Bluetooth, 4-Speed Automatic Transmission, Fabric Seats, Alloy Rims	2023
1	Toyota Corolla 1.8 Gli CVT AT FS (Middle East Spec.)	1.8Litre Petrol Engine, 4-Speed Continuous Variable Transmission (CVT), Radio/USB/Aux, Multi-functional LED Display/Touch Screen, Alloy Rims, Airbags (Driver+Passenger +Side), Fabric Seats, Fog Lamps, Anti-lock Braking System (ABS), Color-Coded Side Mirrors with Signal Light, Power Steering, Power Windows, Power Door-Locks, Keyless Entry, Air Conditioner, High Mount Stop Light	2023

We would like to have see the sample of each category of the vehicles for assessment before going ahead to sign off the procurement contract. Also, you are required to register your interest by submitting your proposal to Tenders@planenigeria.com

Kindly note DAI is the key operating Partner for the PLANE Project

Scope of Work:

The scope of work covers the procurement of the latest automatic version of the vehicles specified-2023 model (middle east spec) and ensuring they have full warranty.

The scope includes also ensuring that proper documentations are made and passed to PLANE.

Service Required:

You are required to ensure that the vehicles comply to ISO and SON standards.

Type of Procurement: Goods

Terms and Conditions: We require that all PLANE documents shared with you should be handle with due care and confidentially. Kindly note that the service is not to be subcontracted to another client without due approval from the PLANE management.

- Late submission will be rejected except under extraordinary circumstances at PLANE's discretion.
- Quotations must be in English and soft copy sent via email. Quotes must be signed by the Offeror.
- Offeror shall confirm in writing that the Offeror fully understands that their proposal must be valid for a period of thirty (30) days.
- The Offeror is responsible for reading very carefully and understanding fully the terms and conditions of this RFQ. All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email or in writing delivered to the Issuing Office no later than the submission date.
- DAI/PLANE will not enter into any type of agreement with an Offeror prior to ensuring the Offeror's responsibility. When assessing an Offeror's responsibility, the following requirements are taken into consideration:
 - i. Provide copies of valid business registration.
 - ii. Provide correct account details of the company/business name.
 - iii. Tax Identification number (taxes etc.), if any.
 - iv. Ability to provide the service within required delivery timeframe.
 - v. Have a satisfactory past performance record/service delivery.
 - vi. Have a satisfactory record of integrity and business ethics.
- By submitting the quote, the offeror certify that they have not/will not attempt to bribe or make any payments to DAI/PLANE employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Offeror or the DAI staff may report violations

to the Toll-Free Ethics and Compliance Anonymous Hotline at +I 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com.

- Submission of a quote will constitute an offer and indicate the Offeror's agreement to the terms and conditions in this RFQ and any attachments hereto. Issuance of this RFQ in no way obligates DAI/PLANE to award a purchase order, nor does it commit DAI/PLANE to pay any costs incurred by the Offeror in preparing and submitting the quote. DAI/PLANE has the rights to make any adjustment to the services mentioned in this RFQ.
- DAI/PLANE reserves the right to exclude any elements of the Cost proposal from the Purchase Order issuable. The Costs are not tax exempt.
- Gender equity and social inclusion-
The tenderer shall describe the efforts they have made to ensure Gender Equality and Social Inclusion (GESI) issues are addressed. The tenderer must indicate the measures taken to ensure all members of the society, including women, people with disabilities, and disadvantaged communities are integrated into the workforce of the company.
The tenderer shall describe efforts made to protect children from child labour and include their child protection policies. The tenderer shall describe their alert system for raising issues regarding sexual misconduct or child protection issues.
- Environment sustainability
The tenderer shall demonstrate its commitment to the protection of the environment, healthy and sustainable print production are provided:
 - Use of recent and well-maintained vehicles that emit fewer emissions into the air.
 - Use of vehicles that consume as little fuel as possible.

The duration of the Procurement: 14 days.

Contract Funding: Foreign Commonwealth Development Office (FCDO)

Payment Terms: Payments are made electronically once the service has satisfactorily been rendered.

Date of Submission of Quote: 25th November 2024.

Method of Submission: This can be done electronically to tenders@planenigeria.com and the quote addressed to:

The Team Leader,

Partnership for Learning for All in Nigeria (PLANE). 10 Bobo Street, off Gana Street, Maitama Abuja FCT.

Client Undertaking:

We, the undersigned, provide the quote is in accordance with dated _____. Our proposal is for the total price of _____ (figure and in words).

We certify a validity period of thirty (30) days for the prices provided in the quote. Our proposal shall be binding upon us subject to the modifications resulting from any discussions.

We understand that DAI/PLANE is not bound to accept any proposal it receives.

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Telephone:

Email:

Company Seal/Stamp