

REQUEST FOR QUOTATION TO SUPPLY 1 MOTOR VEHICLE FOR THE CEPHEID PROJECT TO KNCV TUBERCULOSIS FOUNDATION

REFERENCE NO. - KNCVI-PVEH-P/24/24-1

General Information:

KNCV Tuberculosis Foundation is inviting vendors to provide quotations for the supply of 1 motor vehicle.

- Quotation indicating detailed description/features of vehicles, cost, warranty, and delivery terms to be submitted on letter headed paper and **KNCV RFQ form (attached)** alongside company profile.
- Fill and submit the **KNCV Vendor information form (form attached)**
- All bids must be written in English and signed by an authorized person.
- Bids submitted after the closing date/time will neither be opened nor considered.
- A 5% - 10% WHT will be deducted per invoice as required by FIRS (Please factor this into your quotation)

Description of Vehicle:

TOYOTA FORTUNER and TOYOTA HIGHLANDER - 1 Unit

- **Toyota Fortuner 2023 model**, petrol engine, Automatic Transmission, Leather seat, power mirror, 5-seater, central lock, AC, Power window, power steering, Alloy Wheel, Keyless Entry Airbags, Radio/DVD player.
- **Toyota Highlander 2023 model**, petrol engine, Automatic Transmission, Leather seat, power mirror, 5-seater, central lock, AC, Power window, power steering, Alloy Wheel, Keyless Entry Airbags, Radio/DVD player.

(please note: We will be purchasing one unit of either of the two descriptions)

Eligibility Requirements:

To be eligible to participate in this process, vendors must provide proof of all the following documents:

1. Company's registration documents/certificate of incorporation with the Corporate Affairs Commission (CAC)
2. Tax Clearance Certificate (For the Last 1 year)
3. Proof of provision of similar service to 3 different organizations.

(For first-time bidders only - as Submissions in default of ANY requirement listed above will be excluded from the procedure).

Evaluation Criteria

The criteria for evaluation shall include cost, delivery terms, warranty period, after-sales service offered, etc.

"The Selected Vendor must be able to deliver on or before 5th March 2024."

Submission:

Open Date/Time: 2:30 pm Wednesday 14th February 2024

Close Date/Time: 2:30 pm Friday 23rd February 2024.

Procedure for Submitting:

Vendors are to submit requested documentation **BY E-MAIL (only)** - to procurement.nigeria@kncvtbc.org

All attachments are to be in **1 PDF** document with the Title:

"Name of your Organization" for Motor Supply - KNCVI-PVEH-P/24/24-1

Selection process

The selected vendor will be contacted via e-mail, immediately after the selection process is concluded. " Bidders in Nigeria will be given priority".

N/B

- Delivery Location - Independence Avenue, Central Business District, Abuja, Nigeria
- KNCV shall only accept from the selected vendor - "company banking details" not individual/private banking details
- KNCV shall not pay VAT (exemption certificate may be provided to the selected vendor on request)

Please note: This Is dependent on donor funding.