REQUEST FOR QUOTATION (RFQ) NUMBER: NG9720

FOR THE PROCUREMENT OF: VEHICLES

FUNDED BY: CRS

ISSUE DATE: 12/3/22

CLOSING DATE: 12/10/22

I. INTRODUCTION:

CRS is accepting quotations from suppliers for the provision of VEHICLES for CRS Office in Nigeria.

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<tr>
<th>Line</th>
<th>Item</th>
<th>Product Specifications</th>
<th>Quantity</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>4x4SUV01 Vehicles</td>
<td>4WD SUV, 4WD SUV, TOYOTA LANDCRUISER, 2021/2022 Model, 5-10+ Pass. A/C, snorkel, shift interlock, electric winch, etc. with anti-lock brakes, Front driver and passenger airbags as well as side curtain airbags, Lane departure system, AEB, trac</td>
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<td>Vehicle 4WD</td>
<td>4WD PICKUP (TRUCK), 4WD PICKUP (TRUCK), TOYOTA HILUX 2021/2022 Model, 4+ Pass. A/C, with anti-lock brakes, Carry boy, Front driver and passenger airbags as well as side curtain airbags, Lane departure system, AEB, traction control, Back-up ca</td>
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II. REQUIREMENTS & CONDITIONS:

A. Incoterms 2020 (insured): CIP Nigeria
B. Mode of Transport: SEA
C. Delivery Location: CRS Nigeria Country Program, Plot 708, Domenico Gitto Road, Mabushi District, Cadastral Zone B06, Abuja
D. US Flag: Not required
E. Latest Delivery Date: 01/31/2023 Leadtime must be indicated on quote.
F. Bid Validity: Quote must be valid for 30 days from date of submission.
G. Payment Terms: N30
H. Currency: USD
I. Language: All documentation, including installation and operating manuals shall be in English.
J. Other: N/A
III. **QUOTE SUBMISSION**: Quotes are to be submitted by email to: adeniyi.ajuwon@crs.org no later than the bid due date (extension requests must be received in advance of bid due date). Submissions must not exceed 10MB and should specify the RFQ number in the message subject line.

IV. **EVALUATION**: Received quotes will be evaluated using a 2-stage process:

   A. **Responsiveness [Pass/Fail]**: Quotes must be complete and compliant. A quote will be deemed complete and compliant if the quote is signed, meets product specifications, is valid for at least 30 days, and is substantively responsive to the terms and conditions of the RFQ.

   B. **Price & Lead Time Evaluation**: Responsive quotes will undergo Price & Lead Time Evaluation as follows:

      i. **Price 80%**: The supplier with the lowest total price will be awarded 80 points. All other bidders’ scores will be decreased by 1% for every 1% increase in price from the lowest total price.

      ii. **Delivery Date 20%**: Delivery to destination is to be completed within 90 days from receipt of purchase order. No credit will be given for earlier delivery dates. All bids that meet the acceptable range shall receive 20 points. All other bidders’ scores will decrease by 1% point for each week beyond the acceptable range.

V. **Rejection of Award**:

   A. CRS may reject any quote that is not substantively responsive to the terms and conditions of the RFQ.

   B. CRS is not bound to accept the lowest or any quote and reserves the right to accept any quote in whole or in part and to reject any or all quotes without assigning any reason therefore and to Contract on any of the terms offered or on different terms.

   C. CRS will send a Notice of Award to the winning bidder. The winning bidder agrees to acknowledge the purchase order by email upon award within one (1) business day under the terms and conditions stated herein.

VI. **Eligibility**:

   Vendors must not be associated or have been associated in the past directly or indirectly with a firm or any of its affiliates which have been engaged by CRS to provide services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this request for quotation.

   Bidders, Suppliers and Service Providers, while conducting their activities, are expected to comply with the following policies and regulations:


VII. **Cost of Providing Quotes**:

   Bidders shall bear all costs associated with the preparation and submission of the quote, and CRS will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the solicitation.

VIII. **Clarification and Amendments of Request for Quotation**:
To assist in the examination, evaluation and comparison of Quotes, CRS may, at its discretion, ask the Supplier/Vendor for clarification of its Quote. The request for clarification and the response shall be in writing and no change in price or substance of the Quote shall be sought, offered, or permitted. CRS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective supplier/vendor, amend the Request for Quotation. To afford prospective suppliers/vendors reasonable time in which to take the amendments into account in preparing their offers, CRS may, at its discretion, extend the deadline for the submission of quotes. Any amendments will be published in the same manner as the present tender.

I. Ineligible Equipment or Services:

Any offer for the supply of the following will not be eligible for consideration:

A. Telecommunications or video surveillance services or equipment produced or provided by Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

B. Any other telecommunications or video surveillance provider produced or provided by an entity that the U.S. Secretary of Defense reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.
ANNEX A: QUOTE SUBMISSION FORM

Proposals may be submitted by utilizing the below quote document or may be submitted by bidders official company quote document or letterhead with company stamp. All information requested below must be included on bidders quote document.

RFQ#: NG9720
ISSUE DATE: 12/3/22
CLOSING DATE: 12/10/22

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>UoM</th>
<th>Qty</th>
<th>Lead Time (in weeks)</th>
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<tr>
<th>Item</th>
<th>Description</th>
<th>ExW Unit Price (USD)</th>
<th>ExW Total Price (USD)</th>
<th>Freight &amp; Insurance Unit Price (USD)</th>
<th>Total [INCOTERM] Price (USD)</th>
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QUOTE VALIDITY (in days) | TOTAL [INCOTERM] PRICE (USD)

METHOD OF TRANSIT (Air or Sea):

If applicable, please indicate below any deviations from the product, terms and conditions, etc. described in the Request for Quotes (e.g.: specifications, incoterm, etc.)

Date: 
Company: 
Name & Title: 
Signature: