

DATE: 20/06/2023

REQUEST FOR QUOTATION: No. RFQ/ DPNASHABAKE004

BUS TRANSPORTATION FOR PROJECT BENEFICIARIES

QUOTATION TO BE RECEIVED BY: 03/07/2023 CoB

Development for People and Nature Association (DPNA) requests your price quotation for the following vehicles specified in this Request for Quotation (RFQ).

All quotes provided should meet the specification(s) listed, and include the following information for the criterion listed, which shall be used in evaluating the best bidder:

- RFQ completed and stamped (attached)
- Bus Registration Certificate
- Bus Insurance Certificate
- Not subject to legal proceedings from the court (Clean Judicial Record)
- Copy of the ID of the representative of the company
- Printed Colored Photos of the bus/es from inside and outside

OTHER REQUIREMENTS:

- Quote Validity Period;

The File should have the company name stated on the file from outside with the RFQ number;

QUOTE SUBMISSION DEADLINE:

Date: 03/07/2023 **Time:** 4 PM

MODE OF SUBMISSION OF QUOTE:

Applicants should submit their applications request in a sealed envelope (hard copy) to Development for People and Nature Association (DPNA) Office:

Name: Ali Basst – DPNA Procurement Unit
Address: Corniche El Bahri, Hassib Abdel Jawad Street, Azzam Bldg, 1 st floor, Saida,
Email: procurement@dpna-lb.org
Phone: +9617727005

SPECIAL CONDITIONS

VALIDITY OF QUOTES

Quotes submitted shall remain open for acceptance for a minimum of 6 months from the last date specified for receipt of quotes. The selected Bidder(s) shall supply the amounts of goods requested at the quoted prices for the delivery/performance period specified in this RFQ.

BASIS OF SELECTION

Bidders should provide their lowest competitive quotes. All Bidders will be notified in writing should there be a significant change to the listed requirements. A Service Agreement will be issued to the responsible Bidder that is judged to be most advantageous to Development for People and Nature Association (DPNA) in terms of quality of service and cost. DPNA may accept any item or group of items of a bid. DPNA reserves the right to make an award on any item for a quantity less than the quantity stated, at the unit prices quoted.

DPNA may reject any quote that is determined to be nonresponsive. A responsive quote is one that complies with all terms and conditions of the RFQ. A quote must be complete, signed by an authorized signatory and delivered no later than the submission time and date indicated on the first page of this RFQ. DPNA may reserve the right to waive any minor discrepancies in a quote.

This RFQ does not legally obligate DPNA to award a contract. DPNA reserves the right to fund/award any or none of the submitted quotes. No commitment is made, either expressed or implied, to compensate Bidders for costs incurred in the preparation and submission of their quotes.

EVALUATION AND SELECTION CRITERIA:

Evaluation and Selection criteria will be divided as follows: Technical 60%, Financial 40%.

Technical evaluation		Maximum Points
Expertise of the Candidate submitting proposal		
1	Bus official document (Bus Registration, Insurance)	40
2	Company profile/Official Documents	10
3	Previous Experience	10
Total Technical Score		60

ITEM DESCRIPTION

As part of PSS project under the “Grant Award for the rapid response mechanism for the crisis in Lebanon” with Expertise France” with Expertise France- Groupe AFS, DPNA is requesting price offer for two buses in Saida area for a period of 5 months (July to November 2023).

Line item no. رقم المادة	Description of goods/services وصف المواد/الخدمات المطلوبة	Unit الوحدة	Quantity required الكمية المطلوبة	Currency العملة	For Supplier to fill in: يتم تعبئتها من قبل المزود		
					Price per month سعر بالشهر	Total Price السعر الكامل	Availability Date تاريخ التوفر
1	Two buses for 4 days/week and 2 shifts/day for a period in Saida Area: <ul style="list-style-type: none"> - Each bus should have seating capacity up to 35 beneficiaries with proper ventilation and temperature - Each bus should be equipped with safety features (seat belts, airbags, emergency exits) - Each bus should undergo regular maintenance and inspections - Driver experience with valid license 	Months	5 months	USD			
					Subtotal		المجموع
					Other charges (If applicable)		تكاليف اخرى (ان وجدت)
					Total		المجموع الكامل

Additional Information required from supplier: معلومات اخرى مطلوبة من المزود	
(1) Quote validity period مدة صلاحية عرض السعر	
(2) Copy of ID Card for all the supplier is required نسخة عن البطاقة الشخصية للمزود	

Supplier confirmation of offer تأكد المزود لعروض السعر		Supplier Stamp – ختم المزود
Name/الاسم		
Title/المهنة		
Signature/التوقيع		

RESPONSE TO REQUEST FOR QUOTES (SAMPLE TO BE FILLED, PRINTED, AND SIGNED)

SUPPLIER NAME: معلومات المزود:		RETURN QUOTATION TO: DPNA ارجاع المناقصة الى:	
Contact Name: الاسم		Contact Name: الاسم	Ali Basst
Email: البريد الالكتروني		Email: البريد الالكتروني	procurement@dpna-lb.org
Phone: الهاتف		Phone: الهاتف	+9617727005
Fax: الفاكس		Fax: الفاكس	+9617727005
Mobile: موبايل		Mobile: موبايل	
Address: العنوان		Address: العنوان	Corniche El Bahri, Hassib Abdel Jawad Street, Azzam Bldg., 3 rd floor, Saida, Lebanon