

REQUEST FOR QUOTATION (RFQ)

FOR PROVISION OF TOYOTA REVO (4 X 4) ON RENT TO BAHAWALPUR INDUSTRIAL ESTATE BAHAWALPUR (PIEDMC)

1. **Purpose**

To select contractor who could provide the Toyota Revo on monthly rent for high official visits and oversee construction & site operations at Bahawalpur Industrial Estate, will be remain in custody of PD, Bahawalpur Industrial Estate.

2. **Scope of services**

The contractor is to provide one Toyota Revo (4 x 4) on monthly rent to oversee construction activities and operations at Bahawalpur Industrial Estate.

3. **Period of Contract**

Services will be engaged for the period of 12 months, renewable, with the consent of both the parties and terminable upon one month's notice by either party. After completion of one year, annual increment 10% will be paid to contractor in case of Extension of contract.

4. **Other terms and Conditions**

- a. PIEDMC Shall only pay fixed monthly rent. Rest all expenses such as cost of driver, POL, repair & maintenance both major and minor, change of engine oil, route permit etc. Shall be the responsibility of contractor.
- b. In case of fuel price changes, after the agreement (both increase / decrease from the rate at the time of bidding) reduction / inclusion shall be made in the monthly bill accordingly and the base rate will be the date of bid opening.
- c. Drivers' salary, over time (if any) shall be paid by the contractor.
- d. Vehicle may cover up to 3000 KM / Month and the fuel (400 liters) will be provided by the contractor and that amount will be paid on monthly basis / included in the provided rates.
- e. The contract will be awarded to the lowest quoted monthly rent for the vehicle.
- f. Bid must be accompanied with bid security Rs. 40,000/-, which is about 1% of the estimated cost, in the form of CDR/ pay order / DD from scheduled bank in Pakistan in favor of PIEDMC, failing which the respective bid will stand non-responsive. Bid security to successful and unsuccessful bidder will be returned after award of work.

5. **Workdays and Working hours**

The services are required for whole month with driver.

6. **Preference of Vehicles**

The contractors having own vehicles (not Below the model 2017) may apply, however, new model vehicles shall be given preference if the quoted rates are equal.

7. Responsibilities of the contractor / Owner

The owner / contractor shall be responsible for: -

- a. Provide vehicle and driver with driver's license.
- b. Under take servicing of vehicle twice per week and get the oil changed after the required mileage.
- c. Ensure that vehicle is properly maintained and cleaned.
- d. In case of breakdown of vehicle during journey or before set in for journey the contractor shall have to provide the proper reasonable replacement immediately.
- e. Fulfillment of all governmental compulsory requirements.

8. Eligibility Criteria

Following will be the eligibility Criteria: -

- a. The bidder must provide at least 3 clients to whom similar requirements have been provided, in the table below: Failure to provide this information will result in your offer being non responsive. (Letters of reference / clients satisfactory reports must be attached)

Company / office name	Address & Telephone	Year

- b. Physical condition of the vehicle must be excellent.

9. Award Criteria

The contract will be awarded to lowest responsive bidder.

10. "FORM TO OFFER TENDER" Is attached.



PUNAB INDUSTRIAL ESTATE

Head office: Commercial Area (North)
Sunder Industrial Estate,
Sundar - Raiwind Road Lahore
Phone (042) 35297203 - 6, 042 - 99332519-20



FORM TO OFFER TENDER

Name of the person / company offering tender _____

CNIC No. _____ Telephone No _____

(Attach photocopy)

Email Address _____ NTN No _____

Postal Address _____

Estimated per month travelling is milage upto 3000 KMs

Sr #	Make of Vehicle	Model(Not below than 2017)	Monthly Rent Including all taxes + Driver+POL+Repair & maintenance
(a)	Toyota Revo (4 x 4)		
Total			

(Offered price in words _____)

Please attach the following documents:

- (i) List of clients (as per para 8 of RFQ)
- (ii) Company profile on letter head
- (iii) Copy of NTN Certificate

Certified that I have read the all clauses of RFQ carefully and understood them. I shall be bound to fulfill all of requirements and responsibilites as enumerated in the RFQ document, if selected.

Date: _____

Signature _____