

**BIDDING DOCUMENT OF THE TENDER FOR THE PROVISION OF VEHICLE
MAINTENANCE & REPAIR Services TO NGALI HOLDINGS LTD &
SUBSIDIARIES.**

Tender Title	Tender for the provision of vehicle maintenance & repair
Tender Ref. N0	OCB/03/01/NH/2022
Procurement Method	Open Competitive Bidding
Date of issue of Tender	27/01/2022

Prepared by:

Approved by:

Dan NGOGA
Group procurement manager

Diane MUGISHA
Chief Executive Officer

ADMINISTRATIVE DOCUMENTS REQUIRED

- a. Copy of company registration certificate (Certificate of incorporation)
- b. A copy of tax clearance from RSSB
- c. A copy of tax clearance from Rwanda Revenue authority
- d. A letter of commitment to provide services and within the agreed period
- e. proof of purchase of tender document paid to be made on account of NGALI HOLDINGS in Equity Bank **4003200206261** the cost is **10 000frw**.

ELIGIBLE BIDDERS

Eligible bidders for public procurement are those who deal in commercial activities and registered as businesses or those holding professional licenses or exercising any liberal profession. Other bidders eligible for public procurement are provided for in public procurement regulations.

To be eligible bidders may be required to prove that they are members of a professional body or that they abide by any other rules or procedures set by Rwanda Public Procurement Authority in collaboration with stakeholders in public procurement.

Participation is open on equal conditions to all companies or persons fulfilling the requirements herein except where:

- The bidder is currently blacklisted.
- The bidder has been prosecuted and found guilty in court, including any appeals process on corruption charges.
- The bidder is bankrupt.

COST OF BIDDING

The bidder shall bear all costs associated with the preparation, submission of his bid, appeal fee or any other expenses that she/he may incur during procurement proceedings, and Ngali Holdings shall in no case be responsible or liable for those costs. Ngali Holdings shall not be liable for any consequences related to the rejection of all bids or the cancellation of the procurement proceedings due to the reasons provided for by the company's procurement manual, unless it is proved that it was a consequence of its irresponsible conduct.

EVALUATION CRITERIA

This Section complements the Instructions to Bidders (**ITB 10.1**). It contains the criteria that the Procuring Entity may use to evaluate a bid and determine whether a Bidder has the required qualifications. No other criteria shall be used.

Administrative Documents

The content of the Administrative Documents will be evaluated pursuant to the requirements described in this tender. If the Administrative Documents are evaluated as being fully-compliant, they will receive a “*pass*” score. If the contents of the Administrative Documents are determined as being non-compliant, they will receive a “*fail*” score and will not qualify for Technical evaluation and Financial Evaluation

CONTRACT AWARD

The Bidder with the lowest price bid and quality of the items will be invited for contract negotiations and signature upon mutual agreement.

The contract period shall be two years renewable once.

INSTRUCTIONS TO BIDDERS, BID DATA SHEET (BDS)

The following specific data for the services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB Clause Ref	General
ITB 1.1	The Procuring Entity is NGALI HOLDINGS LTD
ITB 1.2	The name and identification number of the tender are: OCB/03/01/NH/2022 Tender For Provision Of Vehicle Maintenance & Repair services To Ngali Holdings Ltd
ITB 1.3	The Source of funds: NGALI HOLDINGS LTD & SUBSIDIARIES
	Contents of Bidding Documents
ITB 2.1	Financial Proposal to be submitted together with Technical Proposal: YES ✓ /NO _____
ITB 2.2	A pre-proposal conference will be held: YES__ /NO ✓_ Is there any pre-bid conference: NO
ITB 2.3	Proposals must remain valid _____ 90 days _____ after the submission date,
ITB 2.4	Clarifications may be requested not later than 3 days before the submission date during working days. For Clarification of bid purposes only, the Procuring Entity’s address is: NGALI HOLDINGS Bodifa Mercy House, 7 th Floor, Kimihurua, Gasabo, Kigali - Rwanda Email: dan.ngoga@ngali.com
	Preparation of Bids
ITB 3.1	The language of the bid is “English” <i>Bidders are permitted to submit their bids in ENGLISH. Bidders shall not submit bids in more than one language. The Contract to be signed with the winning Bidder shall be written in English, which will be the language that shall govern the contractual relations between the Procuring Entity and the winning Bidder.</i>
ITB 3.2	The Bidder shall submit the following documents in its bid: a. Copy of company registration certificate (Certificate of incorporation) b. A copy of tax clearance from RSSB c. A copy of tax clearance from Rwanda Revenue authority d. A letter of commitment to provide services and within the agreed period

	e. Proof of purchase of tender document paid to be made on account of NGALI HOLDINGS in Equity Bank 4003200206261 the cost is 10 000frw
ITB 3.3	Alternative Bids shall not be considered and shall lead to the automatic rejection of the offer
ITB 4.1	Training is a specific component of this assignment: YES ____/ NO __✓__
ITB 5.1	Amounts payable by the Client to the Consultant under the contract to be subject to local taxation: YES __✓____/ NO _____
ITB 5.2	Supplier to state local cost in the national currency: YES ✓__/ NO __/ Optional __
ITB 5.3	In addition to the original of the bid, the number of copies are: 01 copy
ITB 5.4	Prices quoted for each article shall correspond at least to 100 % of the items specified for the Bidding Document.
ITB 7.1	The Bidder is required to quote in Rwandan Francs VAT inclusive
ITB 8.1	Bid shall include a Bid Security: N/A
ITB 8.2	The amount of the Bid Security: N/A
Submission and Opening of Bids	
ITB 9.1	The envelopes shall bear the following additional identification marks: <i>Ngali Holdings Ltd</i> <i>Procurement Office</i> Tender NO. OCB/03/01/NH/2022 For The Provision of Vehicle Maintenance & Repair services to Ngali Holdings Ltd & Subsidiaries “To Be Opened In Public Only”
ITB 9.2	Bids shall be received at Ngali Holdings procurement office no later than Date: 07/02/2022 Hour: 10:00am
ITB 9.3	The bid opening shall take place at the following address: NGALI HOLDINGS LTD Board Room Date: 07/02/2022 Hour : 10:15 am
Evaluation and Comparison of Bids	
ITB 10.1	Bid prices expressed in different currencies shall be converted in Rwanda Francs (RWF) The source of exchange rate shall be the National Bank of Rwanda The date for the exchange rate shall be the bids opening date.

	The evaluation committee shall base on their confidential budget relevant to the service to be provided and the lowest offer shall not be the only criteria to award the tender.
ITB 11.1	Domestic preference: N/A
	Award of Contract
ITB 12.1	The maximum percentage by which quantities or prices may be increased or decreased is 15%

TECHENICAL SPECIFICATIONS:

Ngali Holdings and subsidiaries wishes to procure a competent garage to provide garages services to its vehicles listed below:

#	Vehicle	Chassis number	Year of manufacture
1	Toyota Hilux	AHTFR22G506058790	2012
2	Toyota Hilux	AHTFR22GX06059353	2012
3	Toyota Fortuner	AHTKA3FS400618747	2018
4	Toyota Vigo	AHTFS8CD301400374	2016
5	Hyundai minivan	KMJWA37HADU596796	2010
6	Toyota carina	SB153ABK00E153094	1996
7	Toyota Hilux	AHTFR22G106103532	2015
8	Toyota Hilux	AHTFR22G406102245	2015
9	Toyota Hilux	AHTER22G906102502	2015

And any other vehicles as shall be purchased by the client

Nº	Description	Quantity
1	Amortisseur Avant	1
2	Amortisseur Arriere	1
3	Bande Frein	1
4	Bougie De Prechauffage	1
5	Butee D'embrayage	1
6	Ctc De Ressort	1
7	Disque De Frein	1
8	Disque D'embrayage	1
9	Eau Distilee	1
10	Filtre a Air	1
11	Filtre A Mazout	1
12	Graissage	1
13	Huile De Frein	1
14	Huile Moteur	1
15	Plaquette	1
16	Plateau D'embrayage	1
17	Labour Charge For Simple Service	1
18	Labour Charge For General Service	1
19	Croisillon De Cardan	1

20	Pincage Des Roue	1
21	Graisse	1
22	Front Glass	1

N°	Description		Quantity	Unit
	<u>Maintenance Service A</u>	-	-	-
	FRANÇAIS	ENGLISH		
1	Vidange	Emptying	1	
2	Graissage	Lubrication	1	
3	Nettoyage filtre à air	Clean air filter	1	
4	Contrôler tous les niveaux	Check all levels	1	
5	Huile moteur	Engine oil: liters	7	litre
6	Graisse 1Kg	Grease 1Kg	1	
-	<u>Maintenance Service B</u>	-	-	-
	Vidange	Emptying	1	
1	Graissage	Lubrication	1	
2	Nettoyage filtre à air	Clean air filter	1	
3	Contrôle tous niveaux	Control all levels	1	
4	Huile moteur	Motor Oil	9	litre
5	Filtre à Huile	Oil Filter	1	piece
6	Graisse 1Kg	Grease 1Kg	1	kg
-	<u>Maintenance service C</u>	-	-	-
1	Vidange	Emptying		
2	Graissage	Lubrication		
3	Remplacer : Filtrer à huile	Replace: Oil Filter		
4	Filtrer à air	Air Filter	1	piece
5	Filtrer à mazout	Oil Filter	1	piece
6	Pre filtrer		1	piece
7	Vérifier tout l'éclairage: Ampoule.	Check all lighting: bulb of		
8	Ampoule		1	piece
9	Vérifier les plaquettes de frein	Check brake pads		
10	Plaquettes (jeu)		1	jeu
11	Vérifier les bandes de frein remplacé si nécessaire Bande de frein :	Check the brake bands replace if necessary		

12	Band frein	Band brake:	1	jeu
13	Vérifier toute la suspension : les ressorts et CTC de ressorts	Check all suspension: springs et CTC springs		
14	L'amortisseurs avant	The shock absorbers stabilizer bar	1	piece
15	barre stabilisatrice		1	piece
16	Vérifier la direction la transmission (verification seulement)	Check the transmission direction		
17	Huile moteur	Engine oil	11	litre
18	Huile de boite de vitesse		1	litre
19	Huile de pont arriere et avant		1	litre
20	Huile hydraulique	Hydraulique oil	1	litre
21	Huile de frien	Flud oil	1	litre
22	Batterie	Battery	1	piece
23	Eau distillée (eau de batterie)		1	litre
24	1kg de graisse	1kg of fat	1	kg
25	Les caoutchoucs de ressort	The rubber spring:	1	piece
26	A.STEERING SYSTEM AND SUSPENSION			
27	Rotule de direction	Steering kneecap	1	piece
28	Boitier de direction	Steering box	1	piece
29	Relais de direction	Steering relay	1	piece
30	Bras de direction	Steering arm	1	piece
31	Triangle supérieur complet	Complete superior triangle	1	piece
32	Triangle inférieur complet	Complete inferior triangle	1	piece
33	Buselure de triangle inferieur	Buselure of inferior triangle	1	piece
34	Buselure de triangle superieur	Buselure of superior triangle	1	piece
35	Rotule de triangle inferieur	Kneecap of inferior triangle	1	piece

36	Rotule de triangle superieur	Kneecap of superior triangle	1	piece
37	Barre de direction	Direction bar	1	piece
38	Croisillon de direction	Brace of direction	1	piece
39	Pompe hydraulique	Hydraulic pump	1	piece
40	Tuyauterie d'huile hydraulique	Hydraulic oil tube	1	piece
41	Cuve de fluide hydraulique	Hydraulic fluid vat	1	piece
42	Bouchon de la cuve d'hydraulique	Plug of hydraulic vat	1	piece
43	Amortisseur de direction	Steering shock absorber	1	piece
44	Amortiseur arriere	Shoc absorber front	1	piece
45	Caoutchouc de ressort à lames arriere	Rubber of rear leaf springs	1	piece
46	Caoutchouc de ressort à lames avant	Rubber of front shock absorber	1	piece
47	Caoutchouc d'amortisseur arrière	Rubber of rear shock absorber	1	piece
48	Caoutchouc de ressort à lames arrière	Complete rear leaf springs	1	piece
49	Caoutchouc d'amortisseur avant		1	piece
50	Caoutchouc d'amortisseur arrière		1	piece
51	Bride de ressort à lames arrière	Attach of rear leaf spring	1	piece
52	Ressort à lames arrière complètes	Complete late leaf spring	1	piece
53	Jumelle de ressort à lames arrière.	Twin of late leaf springs	1	piece
54	Boulon centre	Center bolt	1	piece
55	Plie de pompe hydraulique	Hydraulic pump pulley	1	piece
56	Caoutchouc de la barre stabilisatrice	Rubber of the stabilizing rod	1	piece
57	Tige stabilisatrice	stabilizing rod	1	piece
58	Barre stabilisatrice	Stabilizing stem	1	piece
59	House	seat cover	1	piece
60	Pinçage	Pinching off	1	piece
61	Equilibrage	Balancing	1	piece

62	Tige + écrou de réglage de triangle	Stem + nut of triangle	1	piece
63	Courroie d'alternateur	Alternator belt	1	piece
64	Courroie de la pompe hydraulique	Belt of the hydraulic pump	1	piece
65	B.FUEL SYSTEM			
66	Jauge de niveau de carburant (réservoir)	Fuel gauge	1	piece
67	Réservoir de carburant	Fuel tank	1	piece
68	Tuyauterie rigide d'alimentation	Rigid fuel pipes	1	piece
69	Tuyauterie flexible d'alimentation	Flexible fuel pipes	1	piece
70	Pompe d'alimentation	Fuel pump	1	piece
71	Nez d'injecteur (Jeu des 4)	Injector nodes (Set of 4)	1	piece
72	Injecteur	Injector	1	piece
73	Tarage des nez d'injecteurs(Jeu des 4)	Timing of injector nodes(Set of 4)	1	piece
74	Cable d'accelerateur	Accelerator cable	1	piece
75	Bouchon de réservoir a carburant	Fuel tank cap	1	piece
76	Tête de la pompe d'injection + machinage	Head of injection pump + machining	1	piece
77	Bouchon de vidange de réservoir	Fuel tank drain plug	1	piece
78	Rondelle d'injecteur	Injector ring	1	piece
79	Electro- vane	Electro - vane	1	piece
80	Entretien de la pompe d'injection	Maintenance of the injection pump	1	piece
81	C.BRAKING SYSTEM			
82	Pédale de frein	Brake pedals	1	piece
83	Ressort de rappel de la pédale	Pedal returning spring	1	piece
84	Maître cylindre	Master cylinder	1	piece
85	Jeu de coupelles de maître-cylindre.	Set of seals of master cylinder.	1	piece
86	Cuve de fluide de frein	Brake fluid reservoir	1	piece

87	Bouchon de la cuve de fluide de frein	Cap of brake fluid reservoir	1	piece
88	Tuyauterie rigide de fluide de frein	Rigid brake fluid pipes	1	piece
89	Tuyauterie flexible de fluide de frein	Flexible brake fluid pipes	1	piece
90	Mâchoire de frein	Brake caliper	1	piece
91	Disque de frein	Brake disc	1	piece
92	Tambour de frein arrière.	back brake drum	1	piece
93	Flasque de frein arrière	Back flask brake	1	piece
94	Cale de plaquettes de freins (jeu)	Pad support plate	1	piece
95	Goujon de fixation de machoire	Pin of fixing of jaw	1	piece
96	Ressort de rappel des bandes freins	Shoe return spring	1	piece
97	Tige de réglage de frein	Brake adjuster	1	piece
98	Cale de réglage de frein a main	Hand brake adjustment pinion	1	piece
99	Cylindre récepteur	Wheel cylinder	1	piece
100	Jeu de coupelles de cylindre recepueur.	Set of seals of wheel cylinder.	1	piece
101	Câble de frein à main	Handbrake cable	1	piece
102	Servo frein	Brake booster	1	piece
103	Vis pulgeur	Bleeder plug	1	piece
104	D.CLUTCH SYSTEM			
105	Ressort de rappel de la pédale d'embrayage	Clutch pedal return spring	1	piece
106	Maître cylindre	Master cylinder	1	piece
107	Cuve de fluide d'embrayage	Clutch fluid reservoir	1	piece
108	Bouchon de cuve de fluide d'embrayage	Cap of clutch fluid reservoir	1	piece
109	Cyrindre recepueur	Clutch release cylinder	1	piece
110	Coupelles de maître-cylindre (jeu)	Seals of master cylinder (set)	1	piece
111	Coupelles de cylindre recepueur (jeu)	Seals of clutch release cylinder (set)	1	piece

112	Fourchette d'embrayage	Release fork	1	piece
113	Plateau d'embrayage	Clutch plate	1	piece
114	Disque d'embrayage	Disk of clutch	1	piece
115	Butée d'embrayage	Release bearing clutch	1	piece
116	Cale de butée d'embrayage	Clutch bearing pins	1	piece
117	E.ENGINE			
118	Support moteur	Engine mounting insulator	1	piece
119	Piston	Piston	1	piece
120	Culasse complete	Complete cylinder head	1	piece
121	Joint de culasse	cylinder head gasket	1	piece
122	Kit joint moteur	Gasket kit engine	1	piece
123	Joint de collecteur d'échappement	Exhaust manifold gasket	1	piece
124	Joint de collecteur d'admission	Joint of intake manifold	1	piece
125	Jeu de segments	Set of piston rings	1	piece
126	Jeu des coussinets de palier	Set of main bearing	1	piece
127	Vilebrequin	Crankshaft	1	piece
128	Jeu de coussinets de bielle	Set of connecting rod bearing	1	piece
129	Bourrage arriere de vilebrequin	Rear crankshaft oil seal	1	piece
130	Bourrage avant de vilebrequin	Front crankshaft oil seal	1	piece
131	Jeu des cales de vilebrequin	Set of crankshaft pins	1	piece
132	Joint de carter	Oil sump gasket	1	piece
133	Jeu de bourrages des soupapes	Set of oil seal of valves	1	piece
134	Pompe à huile	Oil pump	1	piece
135	Carter	Oil sump	1	piece
136	Bouchon de carter	Oil sump drain plug	1	piece
137	Jeu des soupapes d'admission	Set of valves in let	1	piece
138	Jeu des soupapes d'echappement	Exhaust valves kits	1	piece
139	Cache soupapes	Top cover gasket	1	piece
140	Joint de cache soupapes	Valve grinding paste	1	piece

141	Pâte à roder		1	piece
142	Courroie de distribution	Timing belt	1	piece
143	Tendeur de courroie de distribution	Idler pulley & tension spring	1	piece
144	Bouchon de cache soupapes	Engine oil filler cap	1	piece
145	Support d'échappement	Exhaust mounting	1	piece
146	Silencieux avant	Front muffler	1	piece
147	Silencieux arrière	Rear muffler	1	piece
148	Jauge de température (sensor/détecteur)	Thermometer	1	piece
149	Jauge de pression d'huile de moteur	Oil pressure gauge	1	piece
150	Jauge de niveau d'huile de moteur	Oil level gauge	1	piece
151	Roulement de vilebriquin (du côté de volant moteur)	Crank shaft bearing (flywheel side)	1	piece
152	Jeu de Retien d'huile	Valve oil seal (set)	1	piece
153	Siège de soupape (jeu)	Set of valve seat	1	piece
154	Tuyau flexible d'échappement	Flexible exhaust pipe	1	piece
155	Durite d'air	Air pipe	1	piece
156	Roolage de soupape	Rodage des soupapes	1	piece
157	F.TRANSMISSION SYSTEM			
158	Support cardan	Cardan support Gear box mounting	1	piece
159	Support de la boîte des vitesses	Gear box support Front propeller shaft	1	piece
160	Bourrage de la boîte des vitesses	Front propeller shaft Gear box oil seal	1	piece
161	Arbre de cardan avant	Rear propeller shaft	1	piece
162	Arbre de cardan arrière	Spider of front propeller shaft	1	piece
163	Croisillon de cardan avant	Spider of rear propeller shaft	1	piece
164	Croisillon de cardan arrière	Propeller shaft mounting	1	piece

165	Soufflet de cardan	Propeller shaft rubber	1	piece
166	Différentiel avant	Front differential	1	piece
167	Différentiel arrière	Rear differential	1	piece
168	Transmission complète	Complete transmission	1	piece
169	Tête de transmission avant	Front floating hub	1	piece
170	Soufflet de transmission	Transmission rubber	1	piece
171	Arbre de transmission avant	Front drive shaft	1	piece
172	Semi axe arrière	Rear halfshaft	1	piece
173	Bourrage du moyen avant	Front hub oil seal	1	piece
174	Bourrage du moyen arrière	Rear hub oil seal	1	piece
175	Bourrage du pont avant		1	piece
176	Bourrage du pont arrière		1	piece
177	Kit pont avant	Front differential repair kit	1	piece
178	Kit pont arrière	Rear differential repair kit	1	piece
179	Moyen arrière	Real hub	1	piece
180	Moyeu avant	Front hub	1	piece
181	Manette de commande de traction avant	Ordering lever of front traction	1	piece
182	Roulement de l'arbre primaire	Bearing of input shaft	1	piece
183	Roulement de l'arbre secondaire	Bearing of out shaft	1	piece
184	Roulement de l'arbre intermédiaire	Bearing of intermediate shaft	1	piece
185	Roulements de moyeu avant (jeu)	Front hub bearing (set)	1	piece
186	Roulements de moyeu arrière (jeu)	Rear hub bearing (set)	1	piece
187	Goujon + écrou	Gudgeon + nut	1	piece
188	G.COOLING SYSTEM			
189	Durite supérieure	Inlet water pipe	1	piece
190	Durite inférieure	Outlet water pipe	1	piece
191	Raccord de radiateur (rubber)	Splice of radiator (rubber)	1	piece
192	Bouchon de radiateur	Radiator cap	1	piece

193	Pompe à eau	Water pump	1	piece
194	Ventilateur	Fan	1	piece
195	Buse de ventilateur	Buzzard of fan	1	piece
196	Courroie d'alternateur	Alternator belt	1	piece
197	Courroie de la pompe de climatisation	Air-conditioning pump belt	1	piece
198	Cuve de compensation	Expansion tank	1	piece
199	Bouchon de la cuve de compensation	Expansion tank cap	1	piece
200	Pompe de climatisation	Air-conditioning pump	1	piece
201	Gaz de climatisation (rechargement complet)	Air-conditioning gas (complete reloading)	1	piece
202	Radiateur de climatisation	Air-conditioning radiator	1	piece
203	Ventilateur de climatisation	Air-conditioning fan	1	piece
204	Colier de serrage	Tightening necklace	1	piece
205	H.ELECTRICITY			
206	Démarreur	Starter motor	1	piece
206	Charbon de démarreur (jeu)	Carbon brushes(set)	1	piece
207	Ressort poussoir des charbons de démarreur	Carbon brushes spring	1	piece
208	Bendix	Starter drive pinion	1	piece
209	Biselure de démarreur	Starter bush	1	piece
210	Alternateur	Alternator	1	piece
211	Induit d'alternateur	Alternator stator	1	piece
212	Inducteur d'alternateur	Alternator rotor	1	piece
213	Régulateur incorporé	Incorporated regulator	1	piece
214	Charbon d'alternateur	Alternator brushes	1	piece
215	Ressort poussoir des charbons d'alternateur	Brush spring	1	piece
216	Roulement d'alternateur	Bearing	1	piece
217	Relais du démarreur	Starting relay	1	piece
218	Relais de démarrage	Starter relay	1	piece

219	Relais de préchauffage	Heater relay	1	piece
230	Bougie de préchauffage	Heater plug	1	piece
231	Relais des feux de route	Head light relay	1	piece
232	Relais auxiliaire pour casse brouillards	Anti-fog light relay	1	piece
233	Boite clignotante	Frasher	1	piece
234	Timer	Timer	1	piece
235	Klaxon	Horn	1	piece
236	Commutateur	Commutator	1	piece
237	Manette d'essuie-glace (sur le commutateur)	Wiper handle	1	piece
238	Manette de feux (sur le commutateur)	Light handle	1	piece
239	Contacteur	Ignition switch	1	piece
240	Indicateur de niveau de carburant (tableau de bord)	Fuel filler gauge(dush bord)	1	piece
241	Indicateur de température (tableau de bord)	Temperature gauge	1	piece
242	Tige poussoir de klaxon	Horn handle	1	piece
243	Lampe (feu avant complet)	Front complete light	1	piece
244	Moteur d'essuie glace	Wiper motor	1	piece
245	Pompe de jet d'eau d'essuie-glace	Wiper water pump	1	piece
246	Ampoule de phare à iode	Headlamp bulbs (Iode)	1	piece
247	Ampoule tableau de bord	Dush bord bulbs	1	piece
248	Ampoule ordinaire a simple filament	Single filament bulbs	1	piece
249	Ampoule ordinaire a deux filaments	Double filament bulbs	1	piece
250	Contacteur de marche arrière	Reverse light switch	1	piece
251	Engrenage- détecteur compteur kilométrique	Mileage indicator	1	piece
252	Détecteur- Tours moteur par minute	Speed meter	1	piece
253	Bougie de préchauffage (jeu)	Blow plug (heater plug)	1	piece
254	Feux clignotant de par choc	Rear lights	1	piece
255	Feux clignotant avant	Front flashing lights	1	piece

256	Feux clignotant arrière	Flashing lights late	1	piece
257	Induit de démarreur	Armature of starter	1	piece
258	Feux arrière	Rear light	1	piece
259	Feux de plaque d'immatriculation	Number Plate light	1	piece
260	Fusible ordinaire	Ordinary fuse	1	piece
261	Fusible 40-50A	Fuse 40-50A	1	piece
262	H.BODY AND STRUCTURE			
263	Poignet externe avant	Rear door external open handle	1	piece
264	Poignet externe arrière	Front door internal open handle	1	piece
265	Poignet interne avant	Rear door internal open handle	1	piece
265	Poignet de caisse arrière	External casing door open handle	1	piece
266	Poignet interne arrière	Internal casing door open handle	1	piece
267	Moulure de contour poignée interne	Moulded contour internal handful	1	piece
268	Manivelle de levage vitre	Door glass lifting handle	1	piece
269	Bavette avant (jeu)	Front bibs (Set)	1	piece
270	Bavette arrière (jeu)	Rear bibs (Set)	1	piece
271	Fabrication clé de contact	ignition key Manufacture	1	piece
272	Housse de siège complet (jeu)	Complete seat cover	1	piece
273	Machine de verrouillage de caisse arrière	Casing bolting machine	1	piece
274	Machine de verrouillage capot	Bonet locking machine	1	piece
275	Jeu de 04Tappis	Set of 4 mats	1	piece
276	Câble de commande de machine de verrouillage de capot	Bonet opening cable	1	piece
277	Câble de commande verrouillage de la plaque de réservoir de carburant	Fuel tank door opening cable	1	piece
278	Bras d'essuie glace	Wiper link	1	piece
279	Raclette /balais d'essuie-glace (jeu)	Brooms of wiper link	1	piece
280	Câble de compteur kilométrique	Kilometer meter cable	1	piece

BID SUBMISSION FORM

[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: *[insert date (as day, month and year) of Bid Submission]*
Tender No.: *[insert number of tender notice]*
Or Invitation for Bid No.: *[insert No of IFB]*
Alternative No.: *[insert identification No if this is a Bid for an alternative]*

To: *[insert complete name of Purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: _____ *[insert the number and issuing date of each Addenda];*
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Services and Related Services _____ *[insert a brief description of the Services and Related Services];*
- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is: _____ *[insert the total bid price in words and figures, indicating the various amounts and the respective currencies];*
- (d) The discounts offered and the methodology for their application are:

Discounts: If our bid is accepted, the following discounts shall apply. _____ *[Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies.]*

Methodology of Application of the Discounts: The discounts shall be applied using the following method: _____ *[Specify in detail the method that shall be used to apply the discounts];*
- (e) Our bid shall be valid for the period of time specified in ITB Sub-Clause 2.3, from the date fixed for the bid submission deadline, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) We have no conflict of interest.
- (g) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by the NGALI HOLDINGS LTD AND ITS SUBSIDIARIES, under Rwanda laws or official regulations.

- (i) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (j) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: _____ *[insert signature and stamp of person whose name and capacity are shown]*

In the capacity of _____ *[insert legal capacity of person signing the Bid Submission Form]*

Name: _____ *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: _____ *[insert complete name of Bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Bid form and price schedules

To: [name and address of Purchaser]

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [description of goods and services] in conformity with the said bidding documents for the sum of [total bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our bid is accepted, we undertake to provide a performance security in the form, in the amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period of the Bid Data Sheet and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
(if none, state "none")	_____	_____

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive. We certify/confirm that we comply with the eligibility requirements of the bidding documents.

Dated this _____ day of _____ 19_____.

[Signature] [in the capacity of]

Duly authorized to sign Bid for and on behalf of ____