

**TENDER DOCUMENT TO SUPPLY VEHICLE FOR IGIRE -
JYAMBERE PROJECT_ODA (THE THRIVE ORPHANS AND
VULNERABLE CHILDREN_OVC DETERMINED, RESILIENT,
EMPOWERED, AIDS-FREE, MENTORED AND SAFE_DREAMS
ACTIVITY)**

NOVEMBER, 2022

I. Description of DUHAMIC-ADRI

DUHAMIC-ADRI is a Non-Governmental Organization legally granted by Rwandan law. The idea of its establishment dates back to 1979 with the objective of helping rural low income populations to organize themselves to fight against the constraints of the marginalization of rural areas. The action has overtime moved from local and regional to national level with the holding of the Constituent General Assembly of April 20, 1985 who devoted DUHAMIC-ADRI as an NGO working throughout Rwanda. DUHAMIC-ADRI was legally recognized by the Ministerial Order No. 943 of July 12, 1985. Its statutes were amended and accepted by the Ministerial Order No. 025/11 of 21th March 2005.

With the vision to have “A rural world responsible for its self-socio-economic development”, DUHAMIC-ADRI has a mission of “Supporting integrated development through the initiatives of the rural population in their struggle for self-development”.

II. Scope of Tender

The objective of this tender is to look for a qualified company or firm to supply “**Vehicle to be used by staff during implementation of ODA**”.

III. General conditions for the proposals

3.1 Criteria of eligibility for bidders

Any bidder interested to apply for this tender has to fulfill the following conditions:

1. Being a legally registered Company or Society authorized to operate in Rwanda,
2. Having a strong experience to supply required materials proven by 3 recent certificates of good completion,
3. The bidder must have capacity to supply all specified materials within a reasonable time` after receiving the purchase order,
4. The bidder must use EBM (Electronic Billing Machine) for all invoices to be paid,

3.2 Content for bid document

3.2.1 Composition of administrative proposal

A motivation letter addressed to DUHAMIC-ADRI Executive Secretary, BP 1080 Kigali with the following attachment:

1. A copy of trading License,
2. A proof to use Electronic Billing Machine (EBM): a copy of invoice submitted in the past.
3. Valid Tax clearance certificate provided by Rwanda Revenue Authority (RRA),
4. Social Security Clearance issued by RSSB,
5. Certificate of registration for VAT,
6. Three (3) recent certificates of good completion from trustworthy institutions,
7. Authorized Dealer Certificate

3.2.2 Financial proposal

The financial proposal (quotations) shall be provided using the following table:

Quotation for supplying vehicle

No	Item	Technical specifications/Description	Quantity	Unity price (RwF)	Total Cost (Taxes and delivery costs Inclusive)
1	Vehicle	TOYOTA HILUX DC, 4X4, 2.4L TURBO DIESEL, MT,55TR-2E	1		

Notices :

- ✓ Delivery period must be provided in the offer submitted by the bidder;
- ✓ The vehicle should be delivered only when it is ready to be used (with temporarily matriculation plate);
- ✓ Delivery will be at DUHAMIC-ADRI head offices located in Niboye, Kicukiro District in Kigali City;
- ✓ DUHAMIC-ADRI reserves its right to cancel the tender if the bidder's prices do not match with available resources

IV. Tender references and technical specifications

S/N	Designation	TOYOTA HILUX 4X4 DOUBLE CABIN, DF MODEL
1.	GENERAL	Tropicalized to fit with Rwanda terrain (Engine, suspension, blindage)
2.	Make	TOYOTA
3.	Model	2022
4.	Year of manufacture	2022
5.	Color preferences	white
I. DIMENSION		
6.	Overall length	5330 mm
7.	Overall width	1855 mm
8.	Overall height	1815 mm
9.	Wheel base	3085 mm
10.	Ground clearance	285 mm
II. CABINE		
11.	Type	Pick-Up, 4 doors, 5 seats
12.	Driving post	Original left-hand drive
13.	Safety/Convenience	Power windows/Power mirrors/Central lock/ driver arm

14.		Air conditioner
15.		Airbag (D+P+ Driver Knee), ABS (Anti-lock braking system)
16.	Rear Deck	Rear window protection (Protection lunette arrière), J-deck for heavy duty
17.	Steering	4 spokes, with steering switch for radio and telephone Steering column with tilt and telescopic adjustment
III. RADIO		
17.	Radio equipment's	Radio AM/FM /CD Player/ Bluetooth/USB Port With 2 speakers
IV. ENGINE		
18.	Type	2.4L Turbo Diesel, 2GD-FTV (HIGH)
19.	№ of cylinders	4 cylinders in- line, 2400 CC
20.	Max output power	110/3400 kw/rpm
21.	Max torque	400/1600-2000 Nm/rpm
22.	valve	16 valves
23.	Bore stroke (mm)	92.0 x 90
24.	Aspiration	Turbo compressor
25.	Engine distribution system	Time Belt (Par courroie crantée)
26.	Fuel system	Direct fuel injection with common rail
27.	Fuel Tank capacity	80 Liters
28.	Average consumption:	1Liter/12 Kms
V. TRANSMISSION		
29.	Gear box	6 Speed manual + 1 reverse (4WD)
30.		4 WD (part time)
31.	Steering gear	Rack & pinion
VI. CHASSIS		
32.	Front suspension	Double wishbone (coil springs, with a stabilizer bar)
33.	Rear suspension	Leaf springs
34.	Front Brake	Ventilated Discs
35.	Rear Brake	Drums
36.	Tires	265/65R17
37.		Steel rims
VII. OTHERS		
38.	Free service	01 Free service to 5000 Km after delivery
39.	Warranty	3 years or 100,000 Km (which ever come first)
40.	Equipment	Reflective triangle, wheel spanner, Jack, Fire extinguisher
		2 Extra starting Keys, 1 Reserve tyre, A complete set mats (4)
		A set of exploitation and maintenance manual book.
41.	Accessories	- TJM Bull Bar - Bed liner

V. Submission of proposals, opening and bid evaluations

5.1 Submission of proposals

The completed Financial and administrative documents (original and one copy) in a sealed envelope clearly marked “**Tender document to supply Vehicle**” will be submitted to DUHAMIC-ADRI Head Office no later than Wednesday 9th November 2022 at 10:00 am (Kigali Time). The proposals submitted after the closing time will not be received.

5.2 Opening for administrative documents and financial proposals

The well-sealed administrative documents and financial proposals received on time will be opened in the presence of the bidders/representatives on Wednesday 9th November 2022 at 10:30 am (Kigali Time) at the headquarters of DUHAMIC-ADRI located in Kicukiro District-Niboye sector.

5.3 Bid analysis and selection of bid winner

Only the bidder to whom his or her administrative proposals were evaluated successfully and his or her financial proposal was evaluated to be the best (least cost) will be awarded this tender as the bidder winner. Analysis will be done separately for vehicle.

DUHAMIC-ADRI has the right of negotiation with the selected best bidder to bear its financial proposal with available budget for supplying vehicle.

Before granting the best bidder, DUHAMIC-ADRI will carry out a site visit to verify and confirm if the bidder complies with all requirements as detailed in specifications.

The failure to succeed with negotiations shall be subject of republication of this tender.

VI. Modes of payments

The invoice preparation and payment arrangements will base on the purchase order issued.

The payment will be made through Bank transfer to the Account number provided by the Supplier after delivery of Vehicle needed and presentation of EBM invoices.

During the payments, all financial documents and transactions related to this tender should be in the names of the Company or Society which has competed and won the tender.

For any inquiry, please call at 0788304813

Done at Kigali on 2nd November, 2022.

BENINEZA Innocent

Executive Secretary