

INVITATION TO BID FOR THE SUPPLY OF INTEGRATE PROJECT AUTOMOBILE VEHICLES SOCIETY FOR FAMILY HEALTH (SFH), NIGERIA

Society for Family Health (SFH) is one of Nigeria's foremost non-governmental organisations (NGOs) providing support to the Nigerian government in key areas of public health including HIV&AIDS prevention, family planning and maternal & child health (including malaria, water and sanitation, and diarrhoea control). SFH works with the public and private health sectors, and communities to promote behaviour change and healthy lifestyles. SFH is the lead of the Integrate project which is being implemented in two (2) states in Nigeria and at the Federal Level in collaboration with the Government.

OBJECTIVE OF SERVICE; Supply of automobile vehicles to SFH for use by the Integrate Project

In line with achieving the major objectives for this mission, SFH invites interested and reputable companies to submit bids for the supply and delivery of automobile vehicles below:

All the vehicles are to be delivered in **SFH Head office Abuja at 8 Port Harcourt Crescent, Off Gimbiya Street, Area 11, Garki, Abuja.**

Potential suppliers will be required to meet all the Pre-qualification/Eligibility criteria listed below to qualify for the next stage of the process.

A: PREQUALIFICATION/ELIGIBILITY CRITERIA

To be eligible for consideration, interested organisations must provide evidence of:

- (1) Execution of similar job(s) in the past.
- (2) Tax payment for the years: 2014, 2015 & 2016.
- (3) A copy of evidence of Company registration with the Corporate Affairs Commission.

B: EVALUATION AND SELECTION OF THE SUPPLIER

- (a) A technical panel will be constituted to review the submissions and shortlist applicants to proceed to the next stage of Request for Quotation based on the criteria listed above.
- (b) At this stage, a 'yes' or 'no' qualifier will be used to rate all the points above, and only companies with a 'yes' response against all the points above will be considered.

(c) All costs incurred by bidders as a result of this process and any subsequent requests for information shall be borne by the bidding companies.

(d) Only companies that satisfy the Pre-qualification requirements will be evaluated for Request for Quotation.

Request for Quotation Stage

Companies should also submit quotation for the vehicles they intend to supply. The Procurement committee set up within SFH will assess the extent to which the quotation submitted in response to this ITB meet the evaluation criteria that are set forth below.

THE FOLLOWING CRITERIA WILL BE USED TO EVALUATE EACH BID;

Price (SFH is not bound to choose the lowest bidder/quote)

Delivery Date (Delivery cost should be embedded in the unit price of the vehicle)

Specification (listed below)

NOTE: SFH requires three (3) vehicles, however you are expected to submit two (2) quotations; one for manual transmission and the other for automatic transmission. See below specifications to guide your quote.

S/N	Item Description	Quantity	Minimum Specification (Manual Transmission)
1	Four-wheel drive Pickup vehicles-	3	<ul style="list-style-type: none">· Body-on-frame structure chassis· Minimum 2.7 Like fuel injected petrol engine With minimum torque of 181 lb-ft @ 3800 rpm Minimum 5 speed manual transmission· 4 power windows.· Central Lock on all doors.· Fun time or Part the 4WD system· Colour White preferably No daft colours.
S/N	Item Description	Quantity	Minimum Specification (Manual Transmission)
1	Four-wheel drive pick-up vehicles	3	<ul style="list-style-type: none">· Body-on-frame structure chassis

- Minimum 2.7 Litre fuel injected petrol engine. with minimum torque of 181 1b-ft@3800 rpm
- Automatic transmission
- 4 power windows.
- Central locks on all doors
- full lime or part time 4WD system.
- Colour white preferably No dark colours

NB: successful suppliers must deliver vehicles with full manufacturer's warranty along with after sales support provision for routine preventive maintenance.

SUBMISSION OF APPLICATIONS/CLOSING DATE:

(1) The code "SFH/Integrate-Vehicles/PREQ" should be boldly written on the top right corner of the Pre-Qualification Stage submission envelope.

(2) The code "SFH/Integrate-Vehicles/QUOTATION" should be boldly written on the top right corner of the Request for Quotation submission envelope. **Name of organisations tendering should also be clearly written on rear of the two envelopes**, failure to do this will lead to disqualification.

(3) The two (2) sealed envelopes should be placed inside a third envelope and addressed to:

The Head, Procurement Division,

Society for Family Health (SFH)

8 Port-Harcourt Crescent Off

Gimbiya Street, Area 11, Garki, Abuja

NOTE: Submission of bids must be hand delivered or couriered to the address above. **The closing date for receiving the application is 10 working days from the day of publication (19th February, 2018)** excluding Public Holidays. Any application received after the stipulated Ten (10) working days will not be accepted.

TERMS OF INVITATION TO BID

Society for Family Health reserves the right to appoint or not to appoint any of the firms as it may deem fit.

Any firm appointed shall be subject to terms of engagement that may be entered on appointment as the supplier.

Bids sent via email will be disqualified.

Organisations should take account of the expected delivery time required, and are responsible to ensure that bids are received at SFH by the due date and time.

Lost or misdirected courier packages received after the due date and time may be considered as having been submitted late.

Any questions and/or requests for clarifications in relation to this ITB must be submitted in writing via email by no later than 5:00pm GMT +1, within five (5) days of publication to integratEvehicles@sfnigeria.org

Bids which are submitted late or are incomplete or do not fully respond to this ITB may not be considered in the review process.

Only successful bidders will be contacted No advance payments will be made at the point of award. SFH is exempted from paying Value Added Tax (VAT).

SFH will deduct 5% withholding tax on contract sum in compliance with Nigerian tax law.