



Date: 16/12/2021

## REQUEST FOR QUOTATIONS FOR PROCUREMENT OF AMOTOR VEHICLE. NCHRDU/PROC-047

The Coalition has allocated funds for the procurement of a Motor vehicle. The Coalition now requests your quotation for the procurement of the Vehicle as listed above. Any resulting orders shall be subject to DefendDefenders Terms and Conditions as stipulated in the Procurement Policy.

**Re: Request for Quotations for Procurement Motor Vehicle**

**Place of delivery for the Goods:** National Coalition of Human Rights Defenders - Uganda offices.

Your quotation should be based on the delivery terms the terms of reference attached:

**Clear specifications for the job to be done are attached. (See Separate sheet attached with Specifications)**

Your Email Subject should be clearly marked as Procurement of Motor Vehicle with the Reference above and your bid must indicate your acceptance of the terms and conditions. It should be received not later than:

**Date...** 24/12/2021

**Time: 10:00 a.m.**

**Quotations should submit On-line to,**

[executive@hrdcoalition.ug](mailto:executive@hrdcoalition.ug)

[admin@hrdcoalition.ug](mailto:admin@hrdcoalition.ug)

[finance@hrdcoalition.ug](mailto:finance@hrdcoalition.ug)

All responses will be considered, and the results of this procurement action may be provided to responding participants. Evaluation of Quotations received will be based on responsiveness to the instructions contained in this Request, technical compliance, and lowest cost.

  
Robert Kirenga

Executive Director

[www.hrdcoalition.ug](http://www.hrdcoalition.ug)

**Your Quotation must include the following information:**

1. The delivery period offered: Within 45 days after receipt of order.
2. Confirmation that the **prices quoted are fixed** and firm for the duration of the validity period and will not be subject to revision or variation.
3. The validity period of your quotation: **90 Days**.
4. Currency of Quotation: **USD**.
5. Confirmation of Warranty period: 3years
6. Manufactures Authorization to sell the said Cars
7. Tax Registration Certificate
8. PPDA registration Certificate
9. Valid Tax Clearance Certificate as 2021
10. Certificate of Incorporation
11. Company Profile with a list of clients you have worked with before

*Your quotation may be returned on this Form or by separate quote. If the latter, you must address and cover all items and matters raised in this Request for Quotations.*

We offer the following goods on the terms and conditions stated in your Request for Quotations reference.....dated ..... The prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

Signed: .....Date: .....

Name..... Title/Position:.....

For and on behalf of (Company name and stamp):.....



To: Sales Departments

19<sup>th</sup> November 2021

Please avail a quotation for a vehicle that fits within the following specifications

### SPECIFICATIONS FOR INSTITUTIONAL MOTOR VEHICLE

- **Make:** Double cabin Pick up
- **Engine capacity:** 2000-3000cc
- **Year of manufacture** 2019, 2020 or 2021
- **Fuel system:** Direct injection, Diesel
- **Transmission:** Manual- Part-time 4x4

**NB-** Quotation should reflect all duty paid, registered and ready to go on the road.

- **Expected Period of delivery:** - ?????
- Have catalogue / pictures of vehicle where necessary.

Signed:

Robert Kirenga

Executive Director