

Date: 11/12/24

Subject- RFQ for Rental Car Agreement for two (02) years

Sealed Quotations are now invited from suppliers of the following item under the Terms and Conditions mentioned below on your Letterhead Pad.

Vehicle Model	Vehicle Type	Available Body Type	Seat Number	AC / NON-AC
Toyota Corolla	Sedan	Saloon (Sedan)	5 seats	AC
Toyota Premio	Sedan	Saloon (Sedan)	5 seats	AC
Toyota Noah	X-Noah	MPV	7-8 seats	AC
Toyota Prado	PRADO	SUV	5-7 seats	AC
Toyota HiAce	HiAce	Van/MPV	11-12 seats	AC
Toyota HiAce	HiAce	Van/MPV	11-12 seats	AC
Toyota Coaster	CoASTER	Mini Bus	20-30 seats	AC
Hino / Isuzu	BUS	Large Bus	40-50 seats	AC
Hino / Isuzu	BUS	Large Bus	40-50 seats	NON-AC

Terms & Conditions:

Quotations are to be submitted on the date: 12/26/2024 & Time: 02:30 PM

Quotations are to be submitted through the mail (**etender@bylc.org**) or submit sealed quotations at Medona Tower (Level 12), 28 Mohakhali C/A Dhaka 1212, BYLC.

Vehicle Requirements:

The vehicles supplied by the Vendor must adhere to the following criteria:

- **Model Year:** All vehicles must be from the **2017 model** year or later.

Vehicle Documents:

- Registration Certificates
- Fitness Certificates
- Insurance Papers (comprehensive coverage).
- All other necessary documents.

Submission Requirements:

Vendors are required to submit the following documents with their quotation:

Company Profile: Including years of experience and client references.

Vendor Eligibility Criteria:

- Have at least 2 years of experience in vehicle leasing/procurement services.
- Trade License
- TIN and BIN Certificates
- VAT Registration

Price Quotation: Detailed pricing structure to include:

- Per Kilometer Rate
- Daily Rate
- Weekly Rate
- Monthly Rate

Pricing must be provided separately for each type of vehicle.

Offer Validity: 30 days from the date of submission.

Evaluation: Evaluation will be done based on the total package.

Payment: Payment will be transferred to your company bank account directly within 14 days after satisfactory delivery and a notation on the delivery challan by the recipient (with name, designation & date). The supplier must mention his A/C Name, Account No., Bank Name, Branch Name, and e-mail address in the Invoice / Bill through a seal. The supplier must provide Mushok 6.3 along with the bill as per govt. rules.

Alternative Offer: Alternative offers will not be accepted.

Only one organization can participate in the bidding process under the same proprietorship or family. If found more than one organization is under the above condition both organizations will be termed as non-responsive

During the participation in any tendering/enlistment process, if any vendor provides fake documents, they will be banned from business with BYLC for certain years as per BYLC Policy.

Other Terms & Conditions

The total price should be inclusive of VAT and AIT.

BYLC reserves the right to accept or reject any or all quotations/tenders without assigning any reason whatsoever.

Award Notification:

Only the successful bidder will be notified.

Thanking You



Syed Mohammad Shamim Hassan
Administration and Procurement officer
USAID Bijoyee activity.