

Section 5a: Schedule of Requirements and Technical Specifications

#	Item to be supplied Description/Specifications ¹	Quantity	Delivery Due Date	Colour
1	<u>LOT 1</u> <u>Medium size Vans</u>	3	4 months	Yellow
2	<u>LOT 2</u> <u>Small size Vans</u>	7	4 months	Yellow

Technical Specifications of LOT 1

1. Technical specifications of the small (Van):

Technical Features
Engine power: not less than (1600 CC).
(4) Cylinders
Electronic Fuel Injection
Transmission type: From 5-6 speed (manual transmission)
Single Gear
Load capacity: (from 800kg to 1000kg)
Length: not less than 4 meters
Fuel: Petrol
Interior Features
Hydraulic Steering wheel
Must be provided with air conditioner
Audio System
Must be provided with Radio & Stereo
Safety Features
Must be provided with airbags
Must be provided with a code Anti-theft from the source
Brake Pedal and Steering Shaft Intrusion Reduction System with Rotary Mechanism
Corrosion Resistance
Crumple Zone Construction
Year of manufacture: Model 2018
The country of origin must be known globally and has a presence in the Yemeni market significantly and has long experience.
Manufacture: Japanese, American or European or equivalent
Color: Yellow

¹ Clustering items by lots, if any, is recommended, especially if partial bids will be allowed.

Technical Specifications of LOT 2

2- Specifications and technical conditions of the medium size (Van):

Technical Features
Engine power: not less than (2700CC).
4 Piston
Electronic Fuel Injection
Transmission type: From 5 speed (Manual Reverse)
Single Gear
Load capacity: not less than a ton
Fuel: Petrol
Interior Features
Hydraulic Steering wheel
Must be provided with air conditioner
Audio System
Must be provided with Radio & Stereo
Safety Features
Must be provided with airbags
Brake Pedal and Steering Shaft Intrusion Reduction System with Rotary Mechanism
Corrosion Resistance
Crumple Zone Construction
Year of manufacture: Model 2018
The country of origin must be known globally and has a presence in the Yemeni market significantly and has long experience.
Manufacture: Japanese, American, European or equivalent
Color: Yellow

Section 5b: Other Related Requirements

Further to the Schedule of Requirements in the preceding Table, Bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfillment of the requirements:

Delivery Term [INCOTERMS 2010] (Pls. link this to price schedule)	DDP 2010 to Sana'a, vehicles should be shipped via Aden port or Land as appropriate The supplier will take the responsibility to deliver the vehicles to the addresses mentioned below
Exact Address of Delivery/Installation Location	General Authority for Postal Savings (GAP) Attn: Mr. Jamil Mohammed Qasem Al-Dawllah General Authority for Post and Postal Savings (GAP) P.O. Box 1993 Sana'a, Yemen
Mode of Transport Preferred	Sea or Land (supplier may use the appropriate method to deliver the vehicles to Sana'a)
UNDP Preferred Freight Forwarder, if any ²	N/A
Distribution of shipping documents (if using freight forwarder)	N/A
Customs, if required, clearing shall be done by:	Supplier
Ex-factory / Pre-shipment inspection	N/A
Inspection upon delivery	UNDP will do inspection upon delivery
Installation Requirements	N/A
Testing Requirements	N/A
Scope of Training on Operation and Maintenance	N/A
Commissioning	Supplier should do the commissioning
Warranty Period	1 year
Local Service Support	Required
Technical Support Requirements	Required

²A factor of the Incoterms stipulated in the ITB. The use of a UNDP preferred freight forwarder may be considered for purposes of ensuring forwarder's familiarity with procedures and processing of documentary requirements applicable to UNDP when clearing with customs authority of the country of destination.

After-sale services Requirements	<input checked="" type="checkbox"/> Warranty on free maintenance and repair: 1 year <input checked="" type="checkbox"/> Availability of Maintenance and Repair workshop in Sana'a – confirmation by supplier through a letter and ocular inspection by UNDP team; <input checked="" type="checkbox"/> Availability of Spare-parts for maintenance and repair – commitment by supplier through an official letter; <input type="checkbox"/> Others <i>[pls. specify]</i>
Payment Terms <i>(max. advanced payment is 20% as per UNDP policy)</i>	100% within 30 days upon UNDP's acceptance of the goods delivered as specified and receipt of invoice
Conditions for Release of Payment	<input checked="" type="checkbox"/> Inspection upon arrival at destination <input checked="" type="checkbox"/> Supplied vehicle meeting the specification; <input checked="" type="checkbox"/> Receiving of Invoice from the supplier; <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	English

Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS 22.

Technical Bid:

Have you duly completed all the Returnable Bidding Forms?	
▪ Form A: Bid Submission Form	<input type="checkbox"/>
▪ Form B: Bidder Information Form	<input type="checkbox"/>
▪ Form C: Joint Venture/Consortium/ Association Information Form	<input type="checkbox"/>
▪ Form D: Qualification Form	<input type="checkbox"/>
▪ Form E: Format of Technical Bid/Bill of Quantities	<input type="checkbox"/>
▪ Form G: Form of Bid Security	
▪ [Add other forms as necessary]	<input type="checkbox"/>
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>

Price Schedule:

▪ Form F: Price Schedule Form	<input type="checkbox"/>
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Form A: Bid Submission Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

We, the undersigned, offer to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert ITB Reference Number] and our Bid. We hereby submit our Bid, which includes this Technical Bid and Price Schedule. Our attached Price Schedule is for the sum of [Insert amount in words and figures and indicate currency]. We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

- a) is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists;
- b) have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization;
- c) have no conflict of interest in accordance with Instruction to Bidders Clause 4;
- d) do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
- e) have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- f) undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the UNDP.

We offer to supply the goods and related services in conformity with the Bidding documents, including the UNDP General Conditions of Contract and in accordance with the Schedule of Requirements and Technical Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should UNDP accept this Bid.

Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the Bidder]