

**Request for Quotation**  
**Provision of Rental Vehicles**  
**RFQ Reference no: ZM LTD.2024. Sep.001**  
**Date: Sep 15, 2024**

**From:** Sayas Group of Companies, Afghanistan (SGC)

**Subject:** Provision of Rental Vehicle

**location:** Kabul, Wazir Akbar, 15<sup>th</sup> street, Zubair Mosawer LTD office.

**Deadline for Submission:** 3:00 PM local time, Sep 19, 2024.

**Bid submission Address:** Zubair Mosawer Office, House no. 13, Line No.2, Street no. 15, Wazir Akbar Khan, District 15, Kabul, Afghanistan.

• **Background:**

Sayas Group of companies is a corporate group that engages and drives progress in several business sectors in the Middle East, Southeast and Central Asia and leading business group in Afghanistan whose companies operate in multiple domestic market areas, such as:

- *Railway design, Construction, Maintenance and Management,*
- *Investment, Consulting, Technical services, Logistics and*
- *Fuel inspection and testing*

SCG intends to rent the vehicle below for Zubair Musawer LTD office and is hereby requesting a quotation from your company to provide required rental vehicle.

S/no.	Types of Vehicles	UOM	QTY	Price (AFN)
1	Corolla, White color, Model 2006 or higher	Each	1	

• **The Vehicle shall be supplied with:**

- The vehicle must be in good condition.
- Furnished with 4 new tires.
- Furnished with 1 new spare tire.
- Furnished with a hydraulic jack and or vehicle jack with long bar and jack wrench to repair flat tires.
- Furnished with winterization during the winter season.
- Furnished with good mechanical working condition.
- The vehicle must be left hand (as per Afghanistan law).
- Vehicle acceptance inspection, physical and visual inspection must be performed daily by the designated rental vehicle driver before placing them in service.

- **Scope of Work:**

- **Vendor Tasks and Responsibilities:**

- The rental vehicles shall include vehicle with all required fuel, maintenance, and an experienced licensed driver to Pick up and drip the project manager from home to office and vice versa and also served the office.
- The vendor is responsible for providing fuel vehicle, maintenance and any other EXP and SGC will not accept gas vehicles.
- In addition, the vehicles shall have comprehensive liability, collision, and first aid kit.
- The vendor shall be solely responsible for any vehicle damages, personal injuries to passengers, other vehicle occupants, liabilities and accidents involving all personal, other vehicle and property damages caused by the vehicle accident and or collision regardless of fault.
- The vendor shall have a regular maintenance schedule to ensure the vehicles are operating correctly daily and are mechanically sound.

- **Drivers Responsibilities**

- Drivers must have a valid driving license.
- The driver should not keep any illegal items that are banned by the government in the vehicle.
- Obey Afghan traffic rules, traffic police and security services requests and directions.
- Keep the office secrecy confidential.
- The driver is not allowed to pick up any other passengers rather than SGC stuff or without SGC permission during the duty.
- The driver must maintain professional, respectful behavior and communication skills with all passengers being transported.
- There is zero tolerance to driver's misconduct, misbehaviors and or incidents with and towards the passengers.
- The vendor must keep logbook of all passengers to and from locations on every movement.
- The designated rental vehicle driver must always keep the vehicle clean and dust free.
- The designated rental vehicle driver shall be available for transportation use daily. SGC office working hours operate from 7:00 AM to 5:00 PM, but service shall be provided for the complete month.

- **General Terms:**

- The winning vendor must physically place the vehicle after receiving the purchase order OR based on the SGC procurement team`s email and coordinate with user department.
- SGC reserves the right to cancel the contract at any time / stage with no compensation to the vendor at all for that specific purchase order.
- SCG reserves the right to inspect and verify the quality of services and/or vehicle condition.
- Any modifications in specifications and quality of the services by the vendor are not acceptable.
- More than one proposal by a single vendor will lead to rejection of both/all proposals.
- SCG will not pay any extra amount for any miscellaneous charges rather than what is in the purchase order.

- **Price:**

- Vendors must provide the most competitive price in Afghani currency there is no compromise on the quality or materials and work, any bid in a currency other than Afghani will be disqualified.
- All quotations must abide the Government of Afghanistan Tax regulations. Offered prices must be inclusive of all relevant taxes and duties and other clearance costs.
- Prices should be valid for 30 days. Please clearly indicate price validity in your offer. In case of validity is not specified, prices are considered valid for 30 days.
- It will be a fixed price services and no changes in price will be acceptable once both parties have signed the contract.

- **Duration:**

- The contract will be in force for the duration of one year once it has been signed by both parties.
- Submission of Bids:

- **Submission of Bids:**

SCG reserve the right to choose either one or multiple vendors to ensure value for money.  
Please send your bids to [admin@zobairmosawar.com](mailto:admin@zobairmosawar.com)

Deadline for the submission of the bids before 3:00 PM local time, Sep 21, 2023.

**Note:** Please sign and stamp all pages.