



الاتحاد الفلسطيني للهيئات المحلية
Association of Palestinian Local Authorities

This Project is Funded by



EUROPEAN UNION

REQUEST FOR PRICE QUOTATION (RFPQ)

Supply of a Vehicle (SUV)

REFERENCE CODE: [APLA/EU-MAAP/2022-03](#)

Issue Date: 2nd Mar 2022.

1. CONTACT PERSON AT APLA	
NAME:	Mohammed Musleh
FUNCTION:	Project Officer
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2. OBJECT OF THE REQUEST

APLA's background:

The Association of Palestinian Local Authorities (APLA) founded in 1997, APLA is an independent organization mandated to represent and lobby for the collective interests of Local Government Units (LGUs) by supporting capacity building among local governments, facilitating exchange of knowledge and best practices, and serving as vehicle for dialogue between the central government and LGUs. APLA is a semi-governmental nonprofit association that forms a comprehensive framework, which holds all the Palestinian local authorities and works for and with them, to provide better services for the Palestinian citizen by defending their rights, and representing them on all levels nationally, regionally, and internationally.

Project Brief:

APLA is implementing the project (APLA's Multiannual Action Plan - MAAP 2021-2025). This project is largely financed by the European Union, under the financing agreement (FA) ENI/2020/042-362 "support productive investment in Palestine" which signed between EU and the Palestinian Authority (PA). APLA signed a grant contract with the European Union (EU) on 12 December 2021 with total EU contribution of € 1.9 million to implement the project (APLA's Multiannual Action Plan (MAAP) 2021-2025. ENI/2021/425-904). This project has been designed to strengthen LGUs collaborations on service delivery and local participatory development, and improve contributions to territorial integration, particularly in Area C. Specific objectives of MAAP are aligned to APLA's strategic plan and aims to support the role of APLA as LGUs representative and dialogue partner with the Palestinian Authority, to support the role of the



LGUs in the building process of future State of Palestine and to strengthen the institutional and operational capacities of APLA.

The Main Objective of The Assignment:

To increase APLA's operational capacity to implement its goals and duties with appropriate equipment and tools, and in order to enhance APLA's staff productivity in the communication with local authorities, beneficiaries and stake holders in its interventions as per the MAAP project, APLA intends to purchase a **Vehicle (SUV)**. The general requirements and technical specifications are included in this quotation. The supplier (company) should support APLA with available catalogs and specifications of the suggested item, photos and quality assurance attached to their offer.

In this regard, APLA is seeking for a supplier to provide APLA with a **Vehicle - SUV** as attached in Term of Reference, Annex (1).

3. INSTRUCTIONS

RECEPTION OF PRICE OFFERS	DATE:	DEADLINE: 12:00 PM, Sun. 13th Mar 2022.
	PLACE:	2 nd floor, Safad Bld., 10 Jabra Al Anqar str., Al Masyoun, Ramallah, Palestine
	DOCUMENTS AND ANNEXES TO BE SUBMITTED: <i>(ORIGINAL TECHNICAL & FINANCIAL OFFERS HAVE TO BE SUBMITTED IN SEALED ENVELOPES WITH OTHER REQUESTED DOCUMENTS IN HAND TO APLA'S OFFICE AT THE INDICATED ADDRESS)</i>	1- ANNEX (1): Signed Term of Reference (ToR). 2- ANNEX (2): Financial Offer. 3- Filled & Signed RFPQ (Sign all papers). 4- Catalogs and photos.
VALIDITY PERIOD OF THE PRICE OFFER:		30 days after the submission date of the price offer.

4. AWARDING CRITERIA

The selection of the company will be based on both Technical and financial evaluation, evaluation scores will be distributed as follows:

- Technical Evaluation 50%
- Financial Evaluation 50%

#	Item	Score
A	Technical evaluation	50%
B	Financial Evaluation	50%

The company must take the following points in to consideration:

- Payment: it will be only one payment for the total assignment upon the completion of the work in line with providing all supporting documents.
- Catalogs, photos and specifications of proposed items should be drafted in English.



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3. Only **one** cost item is requested to be filled.
4. Filled price offer should be in Euro currency.
5. Filled prices should exclude both Vat and Customs Fees (VAT and Customs Fees Exempted)

5. DELIVERY/ PERFORMANCE ADDRESS

ADDRESS:	2 nd floor, Safad Bld., 10 Jabra Al Anqar str., Al Masyoun, Ramallah, Palestine الطابق الثاني - بناية صدف - 10 شارع جبرا الانقر - المصيون - رام الله / فلسطين
CONTACT INFORMATION:	NAME: Lina Abu Obaid.
	FUNCTION: Administrative Assistant.
	TEL: 02-2960712.
	MOBILE PHONE: 0594398424.
	E- MAIL: info@apla.ps

6. PRICE OFFERS SUBMISSION DEADLINE

Deadline of submission bids: 12:00 PM., 13th Mar. 2022

7. IDENTIFICATION OF THE VENDOR/ COMPANY

Last name, first name (Authorized Signatories)	
Telephone number and Fax number	
Registration number	
E- Mail address	
Account number of Payment PLEASE, attach full Bank Info for Euro Iban Number under the name of Company as stated at the Bank:	



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Firm/Company Declaration:

By submitting this Price Offer, The firm/company
declares renouncing his own (sales) conditions and commits to performing this order in accordance
with the provisions of the specific requested purchase conditions attached within ToR and for the
price offered.

Price quotations will be in EURO, **Price quotations are excluding VAT (VAT-Exempted).**

**In accordance with the specific conditions attached to this document, applicable law for this
contract/ assignment is the Palestinian Law.**

**Certified true and sincere,
Signature of the Vendor**

Date: / 03 /2022.

FAO

Diana Jadallah

EXECUTIVE DIRECTOR

Abdallah Anati



Annex 1: TOR – Supply of a Vehicle (SUV)

[APLA/EU-MAAP/2022- 03](#)

1. Background

The Association of Palestinian Local Authorities (APLA) founded in 1997, APLA is an independent organization mandated to represent and lobby for the collective interests of Local Government Units (LGUs) by supporting capacity building among local governments, facilitating exchange of knowledge and best practices, and serving as vehicle for dialogue between the central government and LGUs. APLA is a semi-governmental nonprofit association that forms a comprehensive framework, which holds all the Palestinian local authorities and works for and with them, to provide better services for the Palestinian citizen by defending their rights, and representing them on all levels nationally, regionally, and internationally.

APLA is implementing the project (APLA's Multiannual Action Plan - MAAP 2021-2025). This project is largely financed by the European Union, under the financing agreement (FA) ENI/ 2020/ 042-362 "support productive investment in Palestine" which signed between EU and the Palestinian Authority (PA). APLA signed a grant contract with the European Union (EU) on 12 December 2021 with total EU contribution of € 1.9 million to implement the project (APLA's Multiannual Action Plan (MAAP) 2021-2025. ENI/2021/425-904) This project has been designed to strengthen LGUs collaborations on service delivery and local participatory development, and improve contributions to territorial integration, particularly in Area C. Specific objectives of MAAP are aligned to APLA's strategic plan and aims to support the role of APLA as LGUs representative and dialogue partner with the Palestinian Authority, to support the role of the LGUs in the building process of future State of Palestine.

2. Objective of the assignment:

The assignment aims basically to purchase **one vehicle SUP** for APLA office.

3. General Requirements and Technical Specifications:

3.1 General Requirements:

- Unused Vehicle (0 Kilometer).
- Year of Manufacturing: 2020 or 2021 or 2022
- Registration: Palestinian
- The Purchased Vehicle MUST comply with the requirements of APLA and needed technical specifications



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- The firm/company MUST attach photos, catalogs, or any other specifications of the Vehicle with their offer

3.2 Technical specifications:

The required technical specifications for the Vehicle in this RFPQ include the main points that the offer must hit to be within the accepted ones. Following are the main required technical specifications for the needed Vehicle:

3.2.1 Purpose of the vehicle:

- Off-road intervention vehicle
- To transport 5 persons (1+4) plus equipment and items of luggage on all types of roads.

3.2.2 General constructional characteristics of the vehicle:

- The technical specifications must consider the requirements applicable in the Palestine
- Type of Fuel: Following manufacturer specifications.
- Cyl. Capacity: Up to 2200 cc (Turbo)
- Injection: Full electronic
- Gear: Automatic
- Four-wheel drive (4WD)
- Average fuel consumption (10 L/100 km in inter-urban cycle).
- The internal dimensions to ensure adequate comfort for 5 persons in operational clothing travelling over long distances and should permit the temporary use of maps and writing pads.
- Minimum tools and accessories (as provided by the Ministry of Transportation in Palestine)
- Type of suspension and tires (the vehicle should be suitable for on- and off-road operation).

3.2.3 International general standards:

- The firm/company should submit in his offer a Statement of Manufacturer about:
 - a. Fuel emission
 - b. Transmission and steering system
 - c. Braking system

3.2.4 General requirements for safety:

- The exterior walls, including doors and roof, shall be adequately insulated against heat, cold, noise and condensation from the inside. The materials used for condensation arrangement must be non-flammable.
- The materials used must be non-polluting and shall not affect the users' health.
- The seats should be covered in leather layer.

3.2.5 STANDARD ACCESSORIES

- Head restraints all main seats
- Dual sun visors
- Hydraulic jack and wheel tools
- First-aid kit, fire extinguisher, reflective triangles
- Towing eye front and rear
- Bumpers in body color



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- Floor mats front & rear
- Cars Reverse sensors
- Air bags 4 at least
- Air conditioning
- Digital radio & CD, AUX, Bluetooth
- Cars Reverse sensors

3.2.6 OTHER

- Warranty: three-years warranty or up to (100,000 Km) travelling.
- Catalogues: tenderer must furnish a detailed illustration, drawing and specifications for clarifying his tender
- Owner manual must be in Arabic/English

3.2.7 AFTER-SALES-SERVICES

Supplier is to provide information on the after-sales services he can offer, his service network and service outlets/branches in West Bank

3.3 Remark:

- The company should provide a detailed description of the suggested Vehicle to be purchased (Brand, size, color, warranty)
- Price should exclude VAT (VAT Exempted)
- Price should exclude Customs Fees (Customs Fees Exempted).

4. Timeframe

The implementation period is expected to be 4 weeks from the Purchase Order date.

5. Scope of Services

To proceed with the process of mentioned activities, APLA invites you to submit your offer in EURO currency for implementing below tasks:

Tasks	Description
Task One: Purchase of 1 Vehicle SUV	Supply to APLA a Palestinian registered vehicle SUV 4X4 with respect to the General Requirements and Technical Specifications mentioned in item 3 of this TOR



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6. Deliverables

Task	Deliverables	Due Date
Task One	<u>Deliverables #1:</u> 1 SUV Vehicle	15 th March, 2022

7. Other Terms / Conditions (Please read Carefully)

- The company will be remunerated after the delivery of the vehicle upon the approval of APLA
- The final remuneration for the company will be built on the financial offer submitted by the company concerning the requested specifications, the vehicle should be purchased on time, otherwise APLA will consider the company failed in executing the action.
- There will be **NO** extra compensation for any extra specifications than the demanded ones.
- The company should submit Annex 2 of this document (filled, signed and stamped) in the sealed offer envelope with the bidding documents.
- The 'outputs' of the assignment will be considered as "deliverables" upon the approval by APLA.
- The company shall ensure close cooperation and coordination with APLA
- The company shall follow the communication guidelines of APLA and ensure visibility of EU according to the organization's guidelines.
- The offer must include a **bid entry warranty** (كفالة دخول عطاء) with an amount of **(500 EURO)** through a bank warranty or a certified bank check in the name of (الاتحاد الفلسطيني للهيئات المحلية). The warranty must be valid for (90 days) from the last day of bids submission. Any bid that not including this warranty is considered not illegible and will be discarded.
- Any other costs required in implementing the assignment is the responsibility of the tender winner.
- Tender advertising fees are the responsibility of the tender winner.
- APLA is not committed to the lowest price offer, but to the best evaluated offer, (Financially and technically).
- all submitted papers should be signed and stamped too.

Document to be submitted (One envelope):

- 1- ANNEX (1): signed Term of Reference (ToR).
- 2- ANNEX (2): Financial Offer.
- 3- FILLED & signed RFPQ (Sign all papers).
- 4- Catalogs and photos.



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ANNEX 2: FINANCIAL OFFER

“Please note to fill the unit price, total price and total in words for each requested item”:

Description/ Activity	Unit	Quantity	Unit Price In EURO	Total Price in EURO
1- Purchasing of a (SUV) Vehicle (Within the General Requirements and Technical Specifications) Price should exclude VAT (VAT Exempted) and Customs Fees (Customs Fees Exempted).	Unit	1		
Total amount in letters for item (1):				
GRAND TOTAL (EURO) in Numbers				
GRAND TOTAL (EURO) in Words				

Signature of the Vendor

Date: / 03 /2022.