

NATHAN

Trusted for Excellence

Nathan Associate Inc

REQUEST FOR PROPOSAL VEHICLE PURCHASE

Nathan Associate Inc. is implementing the **Feed the Future Ghana Trade and Investment (GTI)** Activity, which was initiated December 1, 2021 and will run for 5 years. The activity will work closely with public and private sector stakeholders to improve the enabling environment for Ghana's economic growth by (1) facilitating growth in export-oriented trade; (2) improving and developing product standards; (3) catalyzing investments in private enterprises related to high-value commercial crops; (4) promoting job creation, particularly among women and youth; (5) promoting economic diversification; and (6) increasing foreign exchange revenues from high-value export crops. GTI will facilitate investing in the firms that trade goods across borders, spur innovation, and build the capacity of the entire trade sector.

GTI is requesting eligible firms to submit proposals for the supply of three 4X4 vehicles.

PURPOSE

GTI project staff will be travelling across the different regions in Ghana to implement GTI activities. This request for proposals is for vehicles that will be used for these travels.

REQUEST FOR PROPOSALS

The GTI Activity office is requesting for qualified fleet companies to supply SUV vehicles that meet or are near to the requirements and specifications listed below.

GENERAL REQUIREMENTS

Bidders will ensure that the vehicles offered should be from the current supply of the bidder's/manufacture's own standard range of production and conform as near as possible to the requirements and specifications listed below. Vehicles should be suitable for continuous operation in tropical conditions and of altitudes 1,500 meters above sea level. Bidders shall ensure that the vehicles offered comply with the stipulated requirements of law pertaining to the operation of vehicles in Ghana or any modification there in effect at the time of submitting the bid. All vehicles are to be fully assembled with all standard fittings and already tested ready for immediate use.

THE MAKE

A. PRINCIPAL FEATURES SOUGHT

- Left- hand drive, power assisted steering
- Diesel/Petrol engine

- FM/AM radio
- Side mirrors with integrated side turn signals
- 2 zone air conditioner (Front “left and right” and Back Controls)
- Driver And Passenger Air bags + Curtain + Knee + Side impact beams on all doors
- Side step
- Ground clearance:215 mm

B. ENGINE

- Minimum Diesel 4 stroke 4 cylinder In-line
- Engine capacity: 2982 cc (4-cylinder engine)

B. DIMENSIONS

- Angle of Approach:(degrees)-32
- Angle of Departure:(degrees)-26
- Positive oil and fuel filtering systems with replaceable elements
- Dust proof crankcase breather and oil filter cap/ heavy duty, tropicalised engine cooling system with direct drive cooling fan

C. TRANSMISSION, TRANSFER AND DRIVELINE

- Auto transmission; minimum 5 speeds forward all synchromesh and one reverse

D. STEERING SYSTEM

- Left hand side control
- Power assisted tilt steering

E. BRAKE SYSTEM

- Anti-Lock Brake System (ABS)
- Mechanical parking brake

F. SUSPENSION

- Front: Heavy duty suspension with coil spring and shock absorbers

G. TYRES AND WHEELS

- Full size spare tyre mounted on a rear carrier with cover

H. ELECTRICAL AND ANCILLARIES

- 12 volts. All electrical components tropicalized
- Heavy duty battery
- Heavy duty alternator
- Exterior lights and indicators to conform with Ghanaian regulations
- Hazard warning light
- 2-speed electric windshield wiper with intermittent feature and electric windshield washer
- Rear wiper and washer

I. INSTRUMENT MONITORS AND WARNING DEVICES

- All calibrations on gauge/meters to be in metric units
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- Speedometer
- Engine coolant temperature gauge and temperature warning light
- Engine oil pressure gauge and/or low-pressure warning light
- Battery charging meter
- Fuel level gauge and low fuel warning light

J. CAB AND ACCESSORIES

- Seating capacity: 7 persons
- Separate bucket seats for driver and front passenger
- Driver and passenger sun visor; assist grips for all passengers
- Seatbelts on all seats
- Driver and Passenger Air bag + Curtain
- Power mirrors
- Central Door locking system
- Side step /grill/ back bumper
- Full tropicalized ventilation and Two (2) zone Air Conditioner (Front and Back Controls)
- FM/AM radio/USB, Bluetooth phone connectivity
- Digital clock
- Power window front and rear
- Power rear view mirrors (left & right)
- Reverse camera

K. BODY EXTERIOR

- Laminated windshield and safety glass throughout
- Horizontal opening (swing-type) rear doors
- Rear Step
- Colour finish to be determined by the client. Bidder to specify colour and trim options available
- Fuel tank with security lock and keys

L. MISCELLANEOUS

- Rechargeable fire extinguisher
- Warning triangle
- First Aid Kit
- Heavy duty vehicle jack, wheel spanner and all accessories
- Makers standard toolkit
- Operating manual in English
- 36-months 100,000-km warranty

Additional Features: Bidder is invited to list features offered which are additional to those specified above

SUBMISSION

Each RFP submitted must contain the following information:

- Services and Activities: Provide description of the nature of the organization's services and activities. Note when the business was established, brief history and location. List the location(s) of the office(s) from which the primary work on this contract would be performed, Car Shop within Ghana.
- Completed Supplier Forms (Attached as Annex A and Annex B).
- No Conflict of Interest: Client relationships that could potentially be considered a conflict of interest must be listed.
- Company Registration document

Timetable

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|-------------------------------------|----------------------------------|
| - Invitation to bidding companies | June 21, 2022 |
| - Questions from bidders | June 27, 2022 |
| - Answers from USAID GTI | July 02, 2022 |
| - Submission of Proposals | July 09, 2022 by 5:00 p.m. (GMT) |
| - Evaluation of proposals | July 12, 2022 |
| - Identification of selected vendor | July 15, 2022 |
| - Communication to bidders | July 19, 2022 |

Bidders shall submit their complete proposals including technical specifications by email to MAppiah@ghana-ti.com no later than **July 09, 2022**. Questions should be submitted to MAppiah@ghana-ti.com no later than **June 27, 2022**.

Evaluation Process

The following Evaluation Criteria table includes the components for evaluation. The total points for a perfect scoring have been included for each component. The evaluation panel will use relevant percentage weights for evaluating the proposals. The bidder proposing the best overall value for money will be selected. No additional information other than what is requested in the RFP Instructions and in the table below will be evaluated.

Evaluation Criteria

	Weight Percentage	Score (Range: 1 point – 5 point)	Total Relevance x Score
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Conformance to technical specification	30%		
Minimum warranty as specified in technical specification	10%		
Delivery time	30%		
Cost	30%		
Total	100%		

USAID GTI Rights

USAID GTI maintains the right to accept or reject in whole or in part, proposals and cancel the process as long as USAID has not signed the relevant contract.

Annex A – Sample Proposal Submission Letter

(Name of Company)

(Address of Company)

(Date of Submission)

Ref: REQUEST FOR PROPOSAL VEHICLE PURCHASE

Our company duly represented by its Legal Representative..... with legal powers registered at. (Copy attached), requests to participate in the selection process of a vehicle quotation for

We are attaching the required documentation and accept the conditions of the invitation.

Sincerely,

NAME OF THE LEGAL REPRESENTATIVE

SIGNATURE OF THE LEGAL REPRESENTATIVE

DATE OF SIGNATURE

ANNEX B - Bidder Identification

BIDDER IDENTIFICATION	
Company name	
Years in the market	
Main customers. Please attach letters of recommendation	
Tax ID	
Address	
Contact information	
Name	Position:
Phones	E-mail:
Sales Volume	
2019	
2020	
2021	
Name and signature Legal Representative	

The Billing Address should be in the name of USAID Feed the Future Ghana Trade and Investment Activity.

Kindly submit a financial quotation/ quotation in Ghana Cedis for supply of vehicles that meets the above technical specifications. All quotations must be valid for at least 2 months per the date of invitation to bidders.