



No: GGR/IMS/PRO/01/FM/01

Rev: 00

Approval Date: 04-Oct-2024

BIDDING DOCUMENT FOR THE TENDER FOR THE PURCHASE OF MOTOR VEHICLE (DOUBLE CABIN)

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|-------------------------|--|
| Tender Title | Tender for the Purchase of Moto vehicle (double cabin) |
| Tender ref NO. | OCB/02/10/GGR/2024 |
| Procurement Method | Open Competitive Bidding |
| Date of issue of tender | 16/10/2024 |

Prepare by:

Dan NGOGA
Dir of Procurement



P.O.Box: 4551 Kigali-Rwanda

Approved by

Bosco KAYOBOTSI
Managing Director



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TENDER NOTICE

1. The **GASABO GOLD REFINERY LTD** hereby invites Interested and competent bidders for the supply of Motor Vehicle (double cabin)
2. Bidding will be conducted through **Open Competitive Bidding** and is open to all eligible bidders,
3. Interested eligible bidders may obtain further information from below address;

Gasabo Gold Refinery Ltd (GGR)
Kigali Special Economic Zone, Phase II
Procurement office e-mail; dan.ngoga@ggr.co.rw,
Tel; 0738647061/0788647061.

4. A complete set of bidding document may be obtained by interested bidders at address below, on presentation of bank slip as proof of payment of non-refundable fee of **Twenty thousand Rwandan Francs (20,000)** on the account N° **BK: 1000-824-485-88** for **Gasabo Gold Refinery Ltd**
6. Well typed bids, suitably bound, written in English in 2 copies, including 1 (one) original and 1 (one) copy, clearly marked, shall be received in sealed envelopes at the **Gasabo Gold Refinery procurement office, not later than 22/10/2024, at 10:00 am** local time. Bids will be opened physically in the presence of the bidders or their representatives who choose to attend on **the same day at 10:10am.**
7. Late bids will be rejected.
8. Tender documents detailing the requirements of the above tender may be obtained from GGR website www.ggr.co.rw


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Bosco KAYOBOTSI
Managing Director


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1: INSTRUCTION TO ALL BIDDERS

1. MANDATORY ADMINISTRATIVE DOCUMENTS THAT MUST BE SUBMITTED

- a) Copy of company registration certificate (Certificate of incorporation)
- b) A valid copy of contribution clearance from RSSB
- c) A valid copy of tax clearance from Rwanda Revenue authority
- d) A letter of commitment to provide services and within the agreed period

2. TECHNICAL SPECIFICATION

| Technical Specification | Pick Up Double Cabin |
|--|----------------------|
| Engine | |
| Manufacturer year | 2024 modal |
| Cylinders | 4 |
| Capacity (cm3) | 1996 |
| Output (kW @ r/min) | 154 @ 3 750 |
| Torque (Nm @ r/min) | 500 @ 1 750 - 2 000 |
| CO2 emissions (g/km) | 195 |
| Transmission | |
| 10-speed automatic (shift by wire) | ✓ |
| Performance | |
| Top speed (km/h) | 180 |
| Chassis | |
| 255/65 R18 all-terrain tires | ✓ |
| Alloy wheels " 7.5 x 18, all-terrain tires, spare wheel (alloy wheel) with original equipment tire | ✓ |
| Differential lock in rear | ✓ |
| Part-time 4x4 | ✓ |
| Standard suspension system | ✓ |
| Safety Equipment | |
| 3 head restraints in 2nd row of seats | ✓ |
| 3-point belts in 2nd row of seats | ✓ |
| 3-point belts, in addition height-adjustable in 1st row of seats | ✓ |
| Child seat anchors ISOFIX on outer rear seats, i-Size compatible | ✓ |
| Driver and front passenger airbags with front passenger airbag deactivation | ✓ |
| Electromechanical parking brake | ✓ |
| Electronic Stability Control | ✓ |



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| Warning signal and warning lamp for front seat belts not fastened | ✓ |
| Interior Equipment | |
| 2 reading lights for driver and front passenger with glasses compartment in overhead console | ✓ |
| 3-seater bench in 2nd row of seats | ✓ |
| 6 speakers | ✓ |
| Carpet floor covering | ✓ |
| Center armrest in rear on 3-seater bench | ✓ |
| Driver and front passenger seats with 8-way adjustment | ✓ |

3. ELIGIBLE BIDDERS

- a) Bidders black listed/debarred or suspended by the Rwandan Public Procurement Authority (RPPA) shall not be considered for technical evaluation.
- b) A bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they are associated, or has been associated in the past, directly or indirectly, with the consultant or any other entity that has prepared the design, specifications, and other documents for the Project or being proposed as Project Manager for the Contract. A firm that has been engaged by the Procuring Entity to provide consulting services for the preparation or supervision of the works, and any of its affiliates shall not be eligible.

4. COST OF BIDDING

The bidder shall bear all costs associated with the preparation, submission of his bid, appeal fee or any other expenses that s/he may incur during procurement proceedings, and Gasabo Gold Refinery shall in no case be responsible or liable for those costs. Gasabo Gold Refinery shall not be liable for any consequences related to the rejection of all bids or the cancellation of the procurement proceedings due to the reasons provided for by the company's procurement manual, unless it is proved that it was a consequence of its irresponsible conduct.

5. EVALUATION CRITERIA

This Section complements the Instructions to Bidders (ITB 10.1). It contains the criteria that the Procuring Entity may use to evaluate a bid and determine whether a Bidder has the required qualifications. No other criteria shall be used.



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Administrative Documents

The content of the administrative documents will be evaluated pursuant to the requirements described in this tender. If the administrative documents are evaluated as being fully-compliant, they will receive a "pass" score. If the contents of the administrative documents are determined as being non-compliant, they will receive a "fail" score and will not qualify for Technical evaluation and Financial Evaluation

6. CONTRACT AWARD

The Bidder with the lowest price bid and quality of the item/good will be invited for contract negotiations and signature upon mutual agreement.



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INSTRUCTIONS TO BIDDERS, BID DATA SHEET (BDS)

The following specific data for the services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

| ITB Clause Reference | A. General |
|----------------------|---|
| ITB 1.1 | The Procuring Entity is GASABO GOLD REFINERY LTD |
| ITB 1.2 | The name and identification number of the tender are: OCB/02/10/GGR/2024 Tender for the purchase of Motor Vehicle (double cabin) |
| ITB 1.3 | The Source of funds: GASABO GOLD REFINERY LTD |
| | B. Contents of Bidding Documents |
| ITB 2.1 | Financial Proposal to be submitted together with Technical Proposal: YES <input checked="" type="checkbox"/> /NO <input type="checkbox"/> |
| ITB 2.2 | A pre-proposal conference will be held: YES <input type="checkbox"/> /NO <input checked="" type="checkbox"/> Is there any pre-bid conference: NO |
| ITB 2.3 | Proposals must remain valid 90 days after the submission date, |
| ITB 2.4 | Clarifications may be requested not later than 2 days before the submission date during working days. For Clarification of bid purposes only, the Procuring Entity's address is: GASABO GOLD REFINERY Kigali Special Economic Zone Kigali - Rwanda Email: dan.ngoga@ggr.co.rw |
| | C. Preparation of Bids |
| ITB 3.1 | The language of the bid is "English" <i>Bidders are permitted to submit their bids in ENGLISH. Bidders shall not submit bids in more than one language. The Contract to be signed with the winning Bidder shall be written in English, which will be the language that shall govern the contractual relations between the Procuring Entity and the winning Bidder.</i> |
| ITB 3.2 | The Bidder shall submit the following documents in its bid: NB: As stated in Section 1 |
| ITB 3.3 | Alternative Bids shall not be considered and shall lead to the automatic rejection of the offer |
| ITB 4.1 | Training is a specific component of this assignment: YES <input type="checkbox"/> /NO <input checked="" type="checkbox"/> |
| ITB 5.1 | Amounts payable by the Client to the Consultant under the contract to be subject to local taxation: YES <input checked="" type="checkbox"/> /NO <input type="checkbox"/> |



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| ITB 5.2 | Service provider to state local cost in the national currency: YES <input checked="" type="checkbox"/> /NO <input type="checkbox"/> |
| ITB 5.3 | In addition to the original of the bid, the number of copies is: 01 original copy. |
| ITB 5.4 | Prices quoted for each article shall correspond at least to 100 % of the items specified for the Bidding Document. |
| ITB 7.1 | The Bidder is required to quote in Rwandan Francs VAT inclusive |
| ITB 8.1 | Bid shall include a Bid Security N/A |
| ITB 8.2 | The amount of the Bid Security: |
| A. Submission and Opening of Bids | |
| ITB 9.1 | The envelopes shall bear the following additional identification marks: GASABO GOLD REFINERY LTD PROCUREMENT OFFICE TENDER NO. OCB/02/10/GGR/2024 |
| ITB 9.2 | Bids shall be received at Gasabo Gold Refinery procurement office no later than Date 22/10/2024 Hour: 10:00am |
| ITB 9.3 | The bid opening shall take place at the following address: GASABO GOLD REFINERY LTD Date 22/10/2024 Hour: 10:10 am |
| A. Evaluation and Comparison of Bids | |
| ITB 10.1 | The evaluation committee shall base on their confidential budget relevant to the service to be provided and the lowest offer shall not be the only criteria to award the tender, other factors shall be considered |
| ITB 11.1 | Domestic preference: this is a local tender |