



African Wildlife Foundation
Bastos, N°729, Rood 1792, Yaounde 1.
Located between the Canada High Commission and the Belgium Embassy
P.O Box: 5333 Yaoundé-Cameroon

Dear Sir/Madam,

Invitation Letter

SUBJECT: REQUEST FOR QUOTATIONS (RFQ) FOR THE SUPPLY AND DELIVERY OF ONE DOUBLE CABIN AND ONE STATION WAGON VEHICLES TO YAOUNDE, CAMEROON

RFQ REFERENCE No: AWF/EUCM/01/2023

The African Wildlife Foundation is an international conservation organization working in large landscapes across the African continent. The organization works to ensure wildlife and wildlands thrive in modern Africa through a multi-faceted approach of conservation strategies for wildlife, wildlands and people.

AWF has received funding from the European Union (EU) to finance the implementation of the action entitled: CaSeVe-Component 3: Natural Resources and Territories are Conserved in a More Sustainable and Inclusive manner at the Faro Landscape.

AWF is pleased to invite prospective bidders to submit a response for the supply and delivery of the two vehicles (One Double cabin and One Station Wagon) to AWF Yaounde Office to support the Faro Landscape to better manage the natural heritage of the Landscape in accordance with the Schedule of Requirements as set out in this RFQ:

1. One Double cabin vehicle

	Quantity	Description
	1	Double Cabin Vehicle with the following minimum specifications:
Overview of the Vehicle	Drive	4x4
	Transmission	Manual
	Speed	5
	Front Suspension	Coil
	Rear Suspension	Leaf
	Front Brakes	Disc
	Rare brakes	Drum
	Number of Doors	4
	Number of seats	6
	Color	White or Beige
Engine	Engine Model	1HZ
	Displacement	At least 4000cc



	Number of Cylinders	6
	Fuel type	Diesel
	Fuel tank Capacity	At least 130Litres
Transmission	Manual Transmission	
Seating arrangement	Number of seats	6
	Front seat arrangement	1+2
	Rear Seating arrangement	3 Forward facing
Weight	Kerb Weight	At least 2280 kgs
	Gross Vehicle Weight	At least 3200 kgs
Dimensions	Length	At least 5200mm
	Width	At least 1800mm
	Height	At least 1900
	Wheelbase	At least 3100
	Ground Clearance	At least 235
Interior Features	Air conditioning	
	Ashtray	
	Bottle Holder (Front)	
	Cigarette lighter	
	Fuel level warning light	
	Interior rear view mirror	
	Seat belts	
	Speedometer	km/h
	Water temperature	
Exterior Features	Antenna	
	Headlamp	Halogen
	Mud guards	Front &Rear
	Side & rear steps	
	Heavy Duty Bull Bar	Front
Safety	Air Bag System	
	Central door locking	
	Wireless door lock with	
Miscellaneous	Tool Kit & Jack	
	Vehicle Manual Booklet	
	Electric winch	



2. One Station Wagon Vehicle

	Quantity	Description
	1	A station Wagon Vehicle with the following minimum specifications:
Overview of the Vehicle	Drive	4X4
	Transmission	Manual
	Speed	5
	Front Suspension	Coil
	Rear Suspension	Leaf
	Front Brakes	Disc
	Rare brakes	Drum
	Number of Doors	5
	Number of seats	10
	Color	White or Beige
Engine	Engine Model	1HZ
	Displacement	At least 4000cc
	Number of Cylinders	6
	Fuel type	Diesel
	Fuel tank Capacity	At least 130Litres
Transmission	Manual Transmission	
Seating arrangement	Number of seats	10
	Front seat arrangement	1+2
	Front seating Type	Bench
	Rear Seating arrangement	Bench
Weight	Kerb Weight	At least 2000 kgs
	Gross Vehicle Weight	At least 3000kgs
Dimensions	Length	At least 4700mm
	Width	At least 1700mm
	Height	At least 1900
	Wheelbase	At least 2700
	Ground Clearance	At least 230
Interior Features	Air conditioning	
	Ashtray	
	Bottle Holder (Front)	
	Cigarette lighter	



	Fuel level warning light	
	Interior rear view mirror	
	Seat belts	
	Speedometer	km/h
	Water temperature gauge	
Exterior Features	Antenna	
	Headlamp	Halogen
	Mud guards	Front &Rear
	Side & rear steps	
	Heavy Duty Bull Bar	Front
Safety	Air Bag System	
	Central door locking	
	Wireless door lock with	
Miscellaneous	Vehicle Manual Booklet (English)	
	Tool Kit & Jack	

Other requirements:

Delivery of all the above Vehicles to AWF, Yaounde Office, Cameroon
Bidder shall deliver the Vehicles within ninety (90) calendar from Contract signature date
Quotations should be valid for a minimum of 60 days from submission deadline date.
Vendor should offer warranty for the vehicles supplied
Bidders to provide certificate of origin for the vehicles



The RFQ consists of the following:

- This Invitation Letter
- Section I: RFQ Particulars
- Section II: Evaluation Criteria

If you are interested in submitting a bid in response to this RFQ, please prepare your bid in accordance with the requirements and procedure as set out in this RFQ and submit it to AWF by the deadline for bid submission set out in Section I: RFQ Particulars.

Please refer to Section I: RFQ Particulars for additional information.

We look forward to receiving your bid.

Name: Norbert Sonne

Title: Country Director, Cameroon



Section I: RFQ Tender Particulars

Instructions to Bidders Article	Particulars
Scope of Bid	Supply and delivery of two double Cabin vehicles to AWF Yaounde office, Cameroon
Contact person for correspondence, notifications and requests for clarifications	All correspondence, notifications and requests for clarifications in relation to this RFQ shall be sent to: procurement@awf.org copying CTuekam@awf.org and AMimbouock@awf.org
Offeror Eligibility	No nationalities are excluded <u>from submitting a Bid.</u>
Clarifications and Amendments	Requests for clarification from bidders will not be accepted any later than April 12, 2023
Bid validity period	Shall remain valid for acceptance by AWF for at least 90 Days from the Deadline for Bid Submission
Partial Bids	Partial bids shall not be allowed. Bidders must quote prices for the total goods and/or services for the total requirement requested under. Evaluation will be done for the total requirement.
Bid Currency	Shall be quoted in USD
Duties and Taxes	All bids shall be submitted gross of any direct taxes.
Language of Bids	All bids, information, documents and correspondence exchanged between AWF and the bidders in relation to this process shall be in English.
Deadline for Bid Submission	All bids must be submitted by April 15, 2023
Bid Submission	Bids must be submitted by email to: procurement@awf.org Copying CTuekam@awf.org and AMimbouock@awf.org
Opening of Bids	Public bid opening will not be held.
Payment terms	To be agreed with the winning bidder



Section II: Evaluation Criteria

(Criteria is attached as a separate document to this Invitation letter)

Evaluation Criteria for Proposals

The evaluation process will be conducted according to the following stages:

1. **Stage 1:** Assessment of administrative compliance with eligibility criteria. Applications that do not comply will not be evaluated further.
2. **Stage 2:** Assessment on specification of services competency focusing on the ability to fulfil the required scope of work. Only proposals that met all the requirements of the technical evaluation will be considered for Financial evaluation
3. **Stage 3:** Assessment will be based on proposals that meet all the technical evaluation criteria requirements at the least price