



IOM International Organization for Migration
 OIM Organisation Internationale pour les Migrations
 OIM Organización Internacional para las Migraciones
IOM YEMEN

REQUEST FOR QUOTATIONS (RFQ) AND GENERAL INSTRUCTION TO SUPPLIERS (GIS)¹

To: *Suppliers*
Project: *Framework Agreement For Vehicle Rental In Marib_ 2022*
Ref. No.: *MAR-PLU-2021-31227*
Date : *01 December 2021*
Deadline: *15 December 2021*

The International Organization for Migration (**IOM**) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

IOM YEMEN Invites Interested Eligible Suppliers to Submit Quotations for *Vehicles Rental in Daily, Weekly, Monthly in IOM Marib Office During Whole Year 2022.*

No.	Vehicles Description	QTY	UNIT	Price on Daily basis USD	Price on weekly basis USD	Price on Monthly basis USD
1	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one month	1	Month			
2	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one month with driver only	1	Month			
3	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one month with driver and fuel	1	Month			
4	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for two weeks	14	day			
5	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for two weeks with fuel and driver	14	day			
6	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for two weeks with driver	14	day			

¹ This RFQ template is for the procurement of Goods requiring a more formal selection process with cost threshold of less than USD300,000. It contains general instruction to Suppliers and applicable forms which can be modified by the Mission to suit their specific requirements.

7	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one week	7	day			
8	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one week with driver	7	day			
9	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one week with driver and fuel	7	day			
10	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR for trip from Marib to Seyiun	1	Trip			
11	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR for trip from Marib to Seyiun with fuel and driver	1	Trip			
12	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR for trip from Marib to Seyiun with driver	1	Trip			
13	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic rental for one month	1	Month			
14	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one month with driver	1	Month			
15	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one month with fuel and driver	1	Month			
16	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for two weeks	14	day			
17	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for two weeks with driver	14	day			
18	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for two weeks with fuel and driver	14	day			
19	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one week	7	day			
20	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one week with driver	7	day			
21	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one week with fuel and driver	7	day			
22	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one day	1	day			
23	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one day with driver	1	day			

24	Vehicle rental - Armored Toyota Land Cruiser GXR or VXR, B6 rental for one day with fuel and driver	1	day			
25	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one day	1	day			
26	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one day with driver	1	day			
27	Vehicle rental - Hi-ace Mini Bus 14 pax or comparable, automatic for one day with fuel and driver	1	day			
28	Vehicle rental - Toyota Corolla -City Car for one month	1	Month			
29	Vehicle rental - Toyota Corolla -City Car for one moth with driver	1	Month			
30	Vehicle rental - Toyota Corolla -City Car for one month with fuel and driver	1	Month			
31	Vehicle rental - Toyota Corolla -City Car for two weeks	14	day			
32	Vehicle rental - Toyota Corolla -City Car for two weeks with driver	14	day			
33	Vehicle rental - Toyota Corolla -City Car for two weeks with driver and fuel	14	day			
34	Vehicle rental - Toyota Corolla -City Car for one day	1	day			
35	Vehicle rental - Toyota Corolla -City Car for one day with driver	1	day			
36	Vehicle rental - Toyota Corolla -City Car for one day with fuel and driver	1	day			
37	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one month	1	Month			
38	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one month with driver	1	Month			
39	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one month with driver and fuel	1	Month			
40	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for two weeks	14	day			
41	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for two weeks with driver	14	day			

42	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for two weeks with driver & driver	14	day			
43	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one week	7	day			
44	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one week with fuel	7	day			
45	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one week with fuel and driver	7	day			
46	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one day	1	day			
47	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one day with driver	1	day			
48	Vehicle rental - Toyota Hilux pickup or comparable, manual transmission/ automatic, Single/ Double Cabin, 4WD for one day with fuel and driver	1	day			
49	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one month	1	Month			
50	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one month with driver	1	Month			
51	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one month with driver and fuel	1	Month			
52	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for two weeks with fuel	14	day			
53	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for two weeks	14	day			
54	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for two weeks with fuel and driver	14	day			
55	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one week	7	day			
56	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one week with fuel	7	day			

57	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one week with fuel and driver	7	day			
58	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one day	1	day			
59	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one day with fuel and driver	1	day			
60	Vehicle rental - Toyota RAV 4 or comparable, automatic, 4WD for one day with fuel	1	day			
61	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one month	1	Month			
62	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one month with driver	1	Month			
63	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one month with driver & fuel	1	Month			
64	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for two weeks	14	day			
65	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for two weeks with driver	14	day			
66	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for two weeks with driver and fuel	14	day			
67	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one week	7	day			
68	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one week with driver	7	day			
69	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one week with fuel and driver	7	day			
70	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one day	1	day			
71	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one with driver	1	day			
72	Vehicle rental - Toyota Fortuner or comparable, automatic, 4WD for one day with fuel and driver	1	day			
73	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one month	1	Month			

74	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one month with driver	1	Month			
75	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one month with fuel and driver	1	Month			
76	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for two weeks	14	day			
77	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for two weeks with driver	14	day			
78	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for two weeks with driver and fuel	14	day			
79	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one week	7	day			
80	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one week with driver	7	day			
81	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one week with fuel and driver	7	day			
82	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one day	1	day			
83	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one day with driver	1	day			
84	Vehicle rental - Toyota Land Cruiser GXR or comparable, automatic, 4WD for one day with fuel and driver	1	day			
85	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one month	1	Month			
86	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one month with driver	1	Month			
87	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one month with driver and fuel	1	Month			
88	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for two weeks	14	day			
89	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for two weeks with driver	14	day			
90	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for two weeks with fuel and driver	14	day			

91	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one week	7	day			
92	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one week with driver	7	day			
93	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one week with fuel and driver	7	day			
94	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one day	1	day			
95	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one day with driver	1	day			
96	Vehicle rental - Toyota Prado or comparable, automatic, 4WD for one day with driver and fuel	1	day			
97	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one month	1	Month			
98	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one month with fuel and driver	1	Month			
99	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one month with drive	1	Month			
100	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for two weeks	14	day			
101	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for two weeks with driver	14	day			
102	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for two weeks with driver and fuel	14	day			
103	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one week	7	day			
104	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one week with driver	7	day			
105	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one week with fuel and driver	7	day			
106	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one day	1	day			
107	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one day with diver	1	day			
108	Vehicle rental - Van Bus, Midi 26 Pax ,or comparable for one day with fuel and driver	1	day			
109	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one month	1	Month			
110	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one month with driver	1	Month			

111	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one month with fuel and driver	1	Month			
112	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for two weeks	14	day			
113	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for two weeks with driver	14	day			
114	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for two weeks with fuel and driver	14	day			
115	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one week	7	day			
116	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one week with driver	7	day			
117	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one week with fuel and driver	7	day			
118	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one day	1	day			
119	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one day with driver	1	day			
120	Vehicle rental - Equipped Ambulance Hi-ace Bus or comparable, automatic, for one day with fuel and driver	1	day			
121	Vehicle rental - Soft Skin trip from Marib to Aden with fuel and driver	1	Trip			
122	Vehicle rental - Soft Skin trip from Marib to Mokha with fuel and driver	1	Trip			
123	Vehicle rental - Soft Skin trip from Marib to Taiz with fuel and driver	1	Trip			

Instructions:

- Interested bidders must register and submit their offers electronically through IOM System (<https://ye-p-app02.azurewebsites.net/>).

- Financial Offer + Copy of Bid Security should be submitted through IOM system.

- Submitted Financial Offers by hand are not acceptable any more, only through IOM System (<https://ye-p-app02.azurewebsites.net/>).

- Technical Offer + Original Bid Security should be submitted by hand to IOM Marib Office (Address: Louver Hotel, University Street, AL Mogama Area). Its will better provide a soft copy of technical offer listed by files names by USB Flash.

- *Awarded bidders will submit a 10% performance security.*
- *Assignment of dedicated contact person who will manage vehicle hiring requests for the IOM;*
- *Respond to vehicle request with one day advance notice;*
- *Maintenance to be carried out by the Contractor;*
- *The vehicle should be compliant with applicable insurance, safety or other motor vehicle requirements;*
- *The vehicle mileage should not be less than 5,000 km and not more than 30000 km,*
- *The service provider will provide GPS Control Unit/devices, where the supplier noted in his quotation that one (1) I PAD device will be provided by the company to the IOM security unit/dispatch officer, free of charge and the system/data will be installed in it*
- *Registered for operation during the period of Contract with registration documentation in the vehicle and registration/number plates affixed to the vehicle as required by law.*
- *The vehicle should be road-worthy, in good running condition, and not more than 5 years old;*
- *The vehicle should be clean, inside and out, and free from any unpleasant odor.*
- *Cleaning + Washing; VIP cleaning & Washing - 2 times a month for each car,*
- *All necessary Safety equipment - Advanced First Aid,*
- *Seat-belt restraints in the front and rear of the vehicle,*
- *The vehicle should have a comprehensive insurance;*
- *The vehicle should have a well-maintained Log Book;*
- *All vehicles to be equipped with the following:*
- *The vehicle should have good tires;*
- *Monitoring Tracking via GPS,*
- *Car Starter Connection,*
- *Tracking System & GPS,*
- *Air Pump for tires,*
- *Portable Flashlight,*
- *Rope Towing Car,*
- *Hand Safety Cover,*

- Torch,

- Spare tire,

- Jack;

Mandatory Eligibility Criteria:

1. *Bidders must submit 2% bid security of the total bid amount (Must be submitted to IOM MARIB Office- offices attention: PLU).*
2. *Bidders Must Submit a Previous Experience with UN Agency/INGOs/NGOs.*
3. *Bidders must submit a year financial statement.*
4. *Bidders must submit Technical Offer included all above requirement and related document to IOM Marib Office (Address: Louver Hotel, University Street, AL Mogama Area).*

With this RFQ is the GIS which include the Instructions to Suppliers, Technical Specifications and administrative requirements that Suppliers will need to follow in order to prepare and submit their quotation for consideration by IOM.

IOM reserves the right to accept or reject any quotation, and to cancel the procurement process and reject all quotations at any time prior to award of Purchase Order or Contract, without thereby incurring any liability to the affected Supplier/s or any obligation to inform the affected Supplier/s of the ground for IOM's action.

Very truly yours,

Procurement Staff/Focal Point

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints