



REQUEST FOR QUOTATION VEHICLES – IFES NIGERIA

Ref.: RFQ/10/027

Date: May 14, 2010

Subject: Request for Quotations

The International Foundation for Electoral Systems (IFES) - Washington DC, invites your firm to participate in this competitive solicitation for pricing, delivery and terms of potential sale on the following items for IFES office in Lagos – Nigeria.

Introduction

The International Foundation for Electoral Systems (IFES) is an independent, non-governmental organization providing professional support to electoral democracy.

DESCRIPTION OF GOODS/SERVICES

FORD EXPLORER with the following features:

Quantity	2 vehicles
Drive	Left Hand
Type	SUV
Drivetrain	4WD
Engine	V6
Fuel	Gasoline
Transmission	Automatic
Power Steering	Yes
Power Windows	Yes
Power Door Locks	Yes
AM/FM Stereo	Yes
Dual Front Air Bags	Yes
Cruise Control	Yes
ABS (4-Wheel)	Yes
Air Conditioning	Yes
Rear A/C	Yes
External Color	No preferences

DELIVERY:

Time: 5 working days maximum from receipt of signed purchase order

Address: IFES office in Lagos, Nigeria

TERMS AND CONDITIONS

1. Prices quoted must be valid for 30 days minimum.
2. All procurement will be subject to IFES contractual obligations and contingent on the availability of donor funding.
3. IFES reserve the right to accept or reject any quotation or stop the procurement process at anytime, without assigning any reason or liability.
4. IFES reserves the right to accept all or part of the quotation when awarding the purchase order.

FROM/CONTENT OF RESPONSE

All quotations shall:

1. Be in the English language.
2. Contain detailed cost in US Dollar with applicable Tax/Charges clearly identified.
3. Include a contact name, email address, and telephone number to facilitate communication between IFES and the vendor.
4. Addressed to the attention of Jaime Acosta, Procurement Manager at jacosta@ifes.org and Ragheed Al Ameen, Procurement Coordinator at ralameen@ifes.org by 10:00 am EDT May 28, 2010.

Jaime Acosta
Procurement Manager