

Data Sheet & Technical Specification

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| 1 | Introduction & Overview | The PIAKOS project, under the aegis of the World Bank and implemented by the Advocacy Training & Resource Center (ATRC), aims to address the critical need for improved access to information and counseling services for women, youth, and vulnerable persons in Kosovo. The objective of the Project is to improve access to land and property registration information and counseling services for women, youth, and vulnerable persons in Kosovo. The project spans the entire territory of the Republic of Kosovo, emphasizing regions inhabited by ethnic minorities and other vulnerable communities. |
| 2 | Purpose of the Service | The purpose of this service is to procure a suitable vehicle for the implementation of the PIAKOS project, funded by the World Bank and implemented by the Advocacy Training & Resource Center (ATRC) in Kosovo. The selected vehicle will play a crucial role in enhancing access to information and counseling services for women, youth, and vulnerable populations in Kosovo, particularly focusing on improved access to land and property registration. |
| 3 | Brief Description of the Required Supplies | The required supplies encompass a versatile vehicle with specific features to meet the diverse needs of the PIAKOS project. The vehicle should have a minimum of 5 seats, with flexible seat configuration and ample luggage space for large suitcases. It must be equipped with a fuel-efficient engine, safety features, and interior comfort specifications. Compliance with European and international standards is essential. |
| 4 | Objective and Scope | The objective of procuring this vehicle is to facilitate the effective and efficient implementation of the PIAKOS project by ensuring reliable transportation for outreach activities, information dissemination, and counseling services. The scope includes providing a reliable and well-equipped vehicle that adheres to the outlined specifications and safety standards. |
| 5 | List and Description of Expected Outputs to be Delivered | - |
| 6 | Location of work | Kosovo |
| 7 | Expected duration of contract | 2 Months |
| 8 | Target start date | 25 January |
| 9 | Estimated completion date | Within 2-8 weeks |
| 10 | Language of Proposal | English |
| 11 | Pre-proposal conference | N/A |
| 12 | Travels Expected | <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required |
| 13 | Names and curriculum vitae of individuals who will be involved in completing the services | <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required |
| 14 | Currency of Proposal | EUR |

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| 15 | Value Added Tax on Price Proposal | <input type="checkbox"/> must be inclusive of VAT <input checked="" type="checkbox"/> must be exclusive of VAT | | |
| 16 | Bid Security | <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required | | |
| 17 | Financial Standing | <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required | | |
| 18 | Validity Period of Proposals (Counting for the last day of submission of quotes) | <input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 days <input type="checkbox"/> 120 days In exceptional circumstances, ATRC may request the tenderers to extend the validity of bids beyond what has been initially indicated in this ITT. The bid shall then confirm the extension in writing, without any modification whatsoever on the bid. | | |
| 19 | Partial Quotes | <input type="checkbox"/> Permitted <input checked="" type="checkbox"/> Not Permitted | | |
| 20 | Payment Terms | Installments | Deliverables | Tentative Time-frame |
| | | 30% | By signing of the Contract | January 2024 |
| | | 70% | On Delivery of the Vehicle | Jan/February 2024 |
| 21 | Type of Contract to be Signed | SUPPLY CONTRACT | | |
| 22 | ATRC will award the contract to: | <input checked="" type="checkbox"/> One and only one Service Provider <input type="checkbox"/> One or more Service Providers, depending on following factors: | | |
| 23 | Annexes to this ITT | <input checked="" type="checkbox"/> Invitation to Tender (ITT) <input checked="" type="checkbox"/> Instruction to Bidders or Consultants <input checked="" type="checkbox"/> Data Sheet and Scope of Work <input checked="" type="checkbox"/> Cover Letter and Declaration on honour on exclusion criteria and absence of conflict of interest <input checked="" type="checkbox"/> Technical and Financial Submission Form <input checked="" type="checkbox"/> Template of Proposed Contract | | |
| 24 | Deadline for Submission of requests for clarification | See Timetable at the Instructions to Bidders or Consultants | | |
| 25 | Documents to be submitted: | <input checked="" type="checkbox"/> Technical and Financial Submission Form (See section 5) <input checked="" type="checkbox"/> Cover Letter and Declaration on honour on exclusion criteria and absence of conflict of interest (See section 4) <input checked="" type="checkbox"/> Additional Annexes: Copy of registration certificate and Fiscal & Unique Number certificate from relevant Registry in the country of origin defining the constitution or legal status, place of registration, and principal place of business; <input type="checkbox"/> Additional Annexes: Joint Venture/Consortium/Association Information agreement if is permitted. <input type="checkbox"/> Additional Annexes: . List of clients and reference letter. <input type="checkbox"/> Statement expressly that all the goods meet the requirements concerning origin and must state the countries of origin. <input checked="" type="checkbox"/> Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, certifications, awards, references and citations received by the Bidder, if any. | | |
| 26 | Qualification Requirements: | <ul style="list-style-type: none"> - Extensive experience and track record on supplying vehicles - Administrative and managerial capabilities needed | | |

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| | | - Demonstrate legal entities, companies or partnerships effectively established in Kosovo | |
| 27 | Award Criterias | <p>Length of Warranty: 2 years = 10 points, 3 years = 15 points, 4 years or more = 20 points.</p> <p>Fuel Efficiency: Average: to 7.6l - 10l = 5 points Average: to 5.6l- 7.5l = 10 points Average: to 3.5l- 5.5l = 20 points</p> <p>Features: Start and Stop System: 5 points Break Assist: 5 points Navigation System: 5 points Parking Camera and Sensors: 5 points</p> <p>Delivery Time Compliance: Within 2 weeks or less: 10 points Within 4 weeks: 5 points Within 6 weeks or more: 2.5 points</p> <p>Service and Maintenance Plan: 1 Service plan included: 2.5 points 2 Service plans included: 5 points 3 Service plans or Extra Tires included: 10 points</p> <p>Price Competitiveness =Lowest price/Proposed price*20p),</p> | <p>Max 20 Points</p> <p>Max 20 Points</p> <p>Max 20 Points</p> <p>Max 10 Points</p> <p>Max 10 Points</p> <p>Max 20 Points</p> |
| | | Total Points | Max 100 Points |

Technical Specifications / Scope of Work

| 1. Item number | 2. Specifications required |
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| 1 | <p>Vehicle type and specifications</p> <ul style="list-style-type: none"> - Minimum of 5 seats (including the driver seat) with adequate luggage space to store large size suitcases when all seats are occupied. - Flexible seat configuration. It must be possible to take out the rear seats to enlarge the luggage storage space; - Minimum 5 doors; - Minimum 5 seats - The proposed vehicle must belong to the Sports Utility Vehicle (SUV) category or exhibit characteristics typical of SUVs - The vehicle must be equipped with tires having a minimum diameter of 17 inches. - Color of the vehicle: blue, grey, black, silver, metallic, white - Fuel deposit (inclusive reserve) – minimum 45 liters. |
| 2 | <p>Engine and transmission</p> <ul style="list-style-type: none"> - Diesel/petrol/hybrid powered engine with the following specifications: - Engine capacity maximum 1600cc; - Engine must be energy efficient (based on the average fuel consumption per 100 km); - Environmentally friendly (based on average CO2 emission g/km) – to be indicated in Technical Form; - Engine power minimum 82 Kw. - Automatic transmission. |
| 3 | <p>Safety and security</p> <ul style="list-style-type: none"> - ABS; - Traction Control System; - Front and side air bags; - Navigation or Apple/Android Auto; - Head supports for all seats (front and rear); - All seats must be fitted with seat-belts; - Xenon/led lights or similar; - Front and rear fog lights; - Remote central locking system; - Anti-theft system (key immobilizer); |
| 4 | <p>Interior comfort specifications</p> <p>Automatic air-conditioning;</p> <ul style="list-style-type: none"> - Power assisted steering wheel with tilt and collapsible steering column; - Cruise control; - Navigation system ; - Power side mirrors; - Electric powered for all windows; - Rear parking sensors with acoustic warning; - Upholstery on seats to be indicated (fabric or leather); - Overhead front and rear reading lights; - Audio system with Bluetooth and hand free option including front and rear music speakers plus antenna; |

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| 5 | <p>Other requirements</p> <ul style="list-style-type: none"> - Owner's manual in English and Albanian; - Service logbook; |
| 6 | <p>Warranty and service plan</p> <ul style="list-style-type: none"> - Minimum factory warranty of 2 years. The tenderer may offer a longer warranty period, but without any extra cost. This will be taken into consideration for the technical evaluation of the offer. - Free regular service/maintenance (i.e. oil and filters). This will be taken into consideration for the technical evaluation of the offer. - Free winter tires. This will be taken into consideration for the technical evaluation of the offer. |
| 7 | <p>Conformity certificates (to be provided upon delivery of the vehicle)</p> <p>All the certificates delivered by the manufacturer (conformity certification) attesting that the proposed vehicles are in conformity with the European and international standards applicable in the sector covered by this tender should be provided to the contracting authority together with the vehicle upon delivery.</p> |