



Request for Quote RFQ# 2024-01-16 Vehicle Tracking and Management

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Issue date: January 16th, 2024

Response Deadline: January 20th, 2024 via email: tanzania.procurement@fhi360.org

Submit Questions by: January 20nd, 2024 via email: tanzania.procurement@fhi360.org

Expected Award: Feb 1st, 2024.

BACKGROUND

FHI 360, a large non-profit human development organization, is seeking for a company that will provide software or Technology for vehicle tracking and management. FHI 360 operates programs under grants and contracts for Government and international agencies, educational institutions, foundations, and corporations. This service is needed to ensure that vehicles are tracked and properly managed ensuring they are being used as intended by funders.

PURPOSE

FHI 360 is soliciting quotations from fleet management companies who will:

- Provide Geo Tracking of vehicle and provide real time tracking.
- Vehicle Fuel Tracking
- Provide different alerts in terms of speed.

Vendor must have capability to install the system for vehicles located in different part of Tanzania.

DURATION

FHI 360 intends to issue a Service Contract of 23 Months from February 2024 with possibility of renewal based on the performance.

SCOPE OF WORK

FHI 360 is owning different vehicles with Total number of 25 Vehicles below are locations and Vehicle locationlocations.

LIST OF FHI360 CARS			
S/N	REGISTRATION	MAKE/MODEL	LOCATION
1	DFPA 2899	TOYOTA LANDCRUISER HARD TOP	ARUSHA
2	DFP 5295	NISSAN	DAR ES SALAAM
3	DFPA 3949	TOYOTA LANDCRUISER HARD TOP	DAR ES SALAAM
4	DFPA 3950	TOYOTA LANDCRUISER HARD TOP	DAR ES SALAAM
5	DFPA 7941	NISSAN TRACK (MOBILE CLINIC)	DAR ES SALAAM
6	DFPA 9756	TOYOTA LANDCRUISER PRADO	DAR ES SALAAM
7	DFPA 9757	TOYOTA LANDCRUISER PRADO	DAR ES SALAAM
8	DFPA 9765	TOYOTA LANDCRUISER HARD TOP	DAR ES SALAAM
9	DFPA 1457	TOYOTA LANDCRUISER HARD TOP	DODOMA
10	DFPA 2897	TOYOTA LANDCRUISER HARD TOP	DODOMA
11	DFPA 2898	TOYOTA LANDCRUISER HARD TOP	IRINGA
12	DFPA 9763	TOYOTA LANDCRUISER HARD TOP	IRINGA
13	DFPA 1460	TOYOTA LANDCRUISER HARD TOP	KILIMANJARO
14	DFPA 9758	TOYOTA LANDCRUISER HARD TOP	LINDI
15	DFPA 1458	TOYOTA LANDCRUISER HARD TOP	MOROGORO
16	DFPA 9764	TOYOTA LANDCRUISER HARD TOP	MOROGORO
17	DFPA 3946	TOYOTA LANDCRUISER HARD TOP	MTWARA
18	DFPA 9759	TOYOTA LANDCRUISER HARD TOP	MTWARA
19	DFPA 1462	TOYOTA LANDCRUISER HARD TOP	NJOMBE
20	DFPA 3948	TOYOTA LANDCRUISER HARD TOP	NJOMBE
21	DFPA 9760	TOYOTA LANDCRUISER HARD TOP	RUVUMA
22	DFPA 9761	TOYOTA LANDCRUISER HARD TOP	RUVUMA
23	DFPA 2900	TOYOTA LANDCRUISER HARD TOP	SHINYANGA
24	DFPA 2901	TOYOTA LANDCRUISER HARD TOP	SHINYANGA
25	DFPA 9762	TOYOTA LANDCRUISER HARD TOP	SHINYANGA

Selected company is expected to;

- To install fleet management system in each location of the vehicle and not one location.
- To provide monthly cost for fleet management for monthly and Yearly cost.
- The system should have capability to track fuel usage.
- A company should indicate dedicated person to attend company issues.
- The system should be able to identify drivers and monitor performance.
- Ability to record different aspects such as maintenance and have reminders in terms of insurance or any other licenses.
- Ability to provide support in recovery of vehicle if stolen.



VENDOR SELECTION & CONTRACT AWARD

The final selection will be based on favorable costs and services, as well as other factors such as the ability to accept documents via electronic submission, delivery capabilities and business references.

QUOTATION SUBMITTAL

The following should be included as part of the Bid.

1. Company Name / Address- Key contact person
2. Corporate Qualifications Statement-Company History and Experiences, key personnel.
3. Price Schedule- Including installation costs and monthly rates.
4. Project Demonstration Statement
5. Business References of at least three organization of the same nature that you have supported.
6. Attach Business License, Certificate of Incorporation, TIN and VRN

RIGHT TO SELECT/REJECT

FHI 360 reserves the right to select and negotiate with those firms it determines, in its sole discretion, to be qualified for competitive quotations and to terminate negotiations without incurring any liability.

REQUEST FOR QUOTATION FIRM GUARANTEE

All information submitted in connection with this RFQ will be valid for sixty (60) days from the RFQ due date. This includes, but is not limited to, cost, pricing, terms and conditions, service levels, and all other information. If your firm is awarded the contract, all information in the RFQ and negotiation process is contractually binding.

RESERVED RIGHTS

All RFQ responses become the property of FHI 360, who reserves the right in its sole discretion to:

- To disqualify any offer based on offeror failure to follow solicitation instructions.
- Extend the time for submission of all RFQ responses after notification to all offerors.
- Terminate or modify the RFQ process at any time and re-issue the RFQ.
- Issue multiple awards based on solicitation activities.
- FHI 360 will not compensate vendors for preparation of their response to this RFQ.
- FHI 360 shall not be obligated to order any minimum or maximum quantities of services or products and assumes no commitment, financial or otherwise.