
Request for Tender (RFT)

Trócaire Rwanda invites tenders for the supply of an Electric Vehicle to DAP Kigali. Renderers' must demonstrate that they have the resources and expertise to supply the goods and/or services required.

Tender Release Date: 26/1/2024

Deadline for tender submission: 18/2/2024

1. Introduction

Tenders are invited from suppliers who wish to be considered for selection as the supplier of below services and/or goods Trócaire.

This tender document deals with:

- Section 2 : Confidentiality
- Section 3 : Profile of Trócaire
- Section 4 : Scope of the work
- Section 5 : Content and format of Tenders
- Section 6 : General Terms and Conditions
- Section 7 : Conflict of Interest
- Section 8 : Contract Period
- Section 9 : Evaluation of Tenders
- Section 10 : Submission of Tenders

2. Confidentiality

Trócaire will treat the content of all tenders as strictly confidential and information provided in the tenders will be used solely for the purpose of deciding on the award of a contract as described in this document.

3. Profile of Trócaire

Trócaire is an International NGO. We work with local partners in the world's most at-risk communities and with people in Ireland to tackle the underlying causes of poverty and injustice and respond to the crises they create. Together we bring about positive and lasting change for a just world. Trócaire works in up to 20 countries across Africa, Asia, Latin America and the Middle East. With the support of the generous people of Ireland, we work towards five goals:

- Promote Access to Justice;
- Achieve Climate & Environmental Justice;
- Ensure Women & Girls' Protection, Voice & Influence;
- Save Lives and Protect Human Dignity
- Mobilise the Public on the island of Ireland to achieve Global Justice.

More information about Trócaire can be found on <http://www.trocaire.org/>. In Rwanda, Trócaire started working in 1994. Our work focused on the provision of humanitarian support and slowly changed into rehabilitation and development support. Trócaire Rwanda works in 7 districts and programmes are focusing on Natural Resources, Women's Empowerment and Humanitarian preparedness and response.

4. Scope of goods and services required.

Supply, warranty, and aftersales services of one (1) electric passenger vehicle (LHD for Rwanda) with the following minimum technical specification:

1. Electric Motor:
 - Zero emissions.
 - Power: Minimum of 100 kW.
 - Torque: Suitable for passenger vehicle application.
 - *Optional: All Wheel Drive option similar to 4WD*
2. Battery:
 - Type: Lithium-ion battery pack with capacity minimum 60 kWh.
 - Range: At least 350 km (combined urban) on a single charge.
3. Charging:
 - Charging Port: Compatible with standard Level 2 chargers (AC) and DC fast chargers.
 - Chargers:
 - Type 1 AC charger that can be plugged into a standard wall socket.
 - Type 2 AC destination charger for wall/pole installation at the vehicle parking area in Kigali office and an additional one somewhere at a central point to be defined.
 - Charging Time: Able to charge to 80% in less than 1 hour with a fast charger.
4. Safety Features:
 - Airbags: Front, side, and curtain airbags.
 - *Optional (by preference) Advanced driver assistance systems including automatic emergency braking, intelligent driver alertness and adaptive cruise control.*
5. Connectivity:
 - Infotainment System: Touchscreen display with support for navigation, Bluetooth and smartphone integration.
 - *Optional : mobile phone connectivity.*
6. Interior Comfort:
 - Seating Capacity: At least four passengers.
 - Climate Control: Air conditioning and heating.
7. Exterior:
 - Body Type: Sedan, Hatchback, SUV or Pick Up can be offered as valid options.
 - Lighting: LED headlights and taillights.
 - Mirrors: Electrically adjustable side mirrors.
8. Wheels and Tires:
 - Wheel Size: Minimum 16 inches.
 - Tires: Low rolling resistance for improved efficiency.
9. Regenerative Braking:
 - Regenerative braking system to capture and convert kinetic energy back into electrical energy.
 - Warranty:
10. Delivery: DAP Kigali
11. Vehicle should be suitable for driving in Rwanda (hilly environment with rough roads)
12. User training (driving and basic maintenance)
13. Warranty:
 - Standard warranty for the vehicle (time or distance).
 - *Optional: extended warranty*
 - Separate warranty for the battery (typically covering a minimum of 8 years or a specific mileage).
14. Maintenance and service:
 - Regular maintenance services carried out by an experienced local dealer in Kigali.

- Readily access to spare parts.

5. Content and Format of Tenders

Please submit the following information:

- Technical specification of the proposed vehicle and suitability for Rwanda context.
- Price including delivery to DAP Kigali ready for import.
- Handover details.
- Warranties.
- Local servicing and maintenance arrangements.
- References of vehicles supplied in similar contexts (e.g. for use in Rwanda combined rural/urban or similar environments).
- Other:
 - financial statements previous 3 years and VAT registration.
 - Confirmation of insurances in place including product liability.
 - References two previous clients.

6. General Terms and Conditions of this RFT

- Trócaire does not bind itself to accept the lowest priced tender.
- Trócaire does not guarantee exclusivity and reserves the right to engage other companies for the same services (if required) during the term of the contract.
- Trócaire shall be free to
 - To accept the whole, or part only, of any tender.
 - To accept none of the proposals tendered.
 - To republish this Request for Tenders.
- In the event of not accepting any of the tender submissions received on foot of this RFT, Trócaire shall be free to make such arrangements as it considers necessary in relation to the provision of the goods/services.
- Trócaire will not be liable for any costs or expenses incurred in the preparation of a tender.
- The Standard Procurement Terms and Conditions to which Trócaire expects all of its supplier to respect can be found here <https://www.trocaire.org/wp-content/uploads/2023/05/Trocaire-General-Terms-Conditions-for-Procurement-V4-April-2023.pdf>.
- The Suppliers Code of Conduct to which Trócaire expects all of its suppliers to respect can be found here <https://www.trocaire.org/wp-content/uploads/2023/05/Trocaire-Supplier-Code-of-Conduct-V3-April-2023-EN.pdf>.

7. Conflicts of interest

Any conflicts interest involving an applicant must be fully disclosed to Trócaire. Failure to disclose a conflict may disqualify an applicant or invalidate an award of the contract. Applicants are required to declare any current or past work which might reasonably be considered to represent a conflict of interest. It will be for Trócaire to decide if a material conflict of interest exists and applicants in doubt in this regard should seek the advice of Trócaire.

8. Contract Type and Period

Specified supply contract including agreed warranties.

9. Evaluation of Tenders

11.1 All suppliers should at least meet following **minimum criteria** :

- Compliance with the specification, applicable industry standards and national regulations (Rwanda).
- Capable to demonstrate financial stability and execute the contract including warranties.
- Product liability insurance in place.
- Proven experience in supplying electrical vehicles.
- Demonstrated capability to providing after-sales service, regular maintenance support and spare parts availability (directly or through a local dealer)

11.2 The successful tenderer will be the one who, in the opinion of Trócaire, submits the most economically advantageous proposal applying the following **award criteria**:

- Price of supply and delivery.
- Quality of the vehicle and suitability to needs.
- Delivery terms and lead time.
- Warranty and after sales support
- Environmental impact.

11.3 During the evaluation period clarification may be sought in writing from tenderers. Responses to requests for clarification may not materially change any elements of the tenders submitted.

11.4 No unsolicited communications from tenderers will be accepted or entertained during the evaluation period.

11.5 A shortlist of those who have tendered may be drawn up and a certain number of those who have tendered may be invited to make a final presentation of their tender.

10. Submission of Tenders

Your proposal marked “ ***RFT Trócaire Rwanda – E Vehicle Jan 2024***” should be submitted by email to **tenders@trocaire.org** and will be acknowledged after the deadline.

The deadline for the receipt of tenders is ***18.02.2024 @ 23.59PM GMT***

Any queries relating to this request for tender should be directed to by e-mail only to **Filip.Degrieck@trocaire.org** with copy to **inforwanda@trocaire.org**

11. Appendices

None