

INSTRUCTION TO BIDDERS

SALE OF OFFICE TWO (2) TOYOTA LANDCRUISERS

Prepared by



International Organization for Migration (IOM)
The UN Migration Agency

***IOM SOMALIA OFFICE
THE UN MIGRATION AGENCY***

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INVITATION FOR BIDS
IFB No: SOM/COS/05/2023

Date: 29th May 2023

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.

The IOM Somalia Office in Mogadishu Bids Evaluation and Awards Committee (“BEAC”) now invites interested Bidders to submit “Bid” for the sale of used Toyota landcruiser.

S.N	Description	Quantity	Unit	Location
1	TOYOTA LAND CRUISER HJ76	1	Unit	IOM Mogadishu Office
2	TOYOTA LANDCRUISER	1	Unit	IOM Mogadishu Office

The Bidding Document, complete vehicle details and instructions to bidders is available on the **Hiiran website**.

The vehicles can be viewed at IOM office parking yard located next to Chinese Embassy within Aden Abdulle airport at the above address. All vehicles are sold on an "**AS IS - WHERE IS**" basis with no guarantee or warranty given as to condition of usability. Taxes, Customs Duties, and any other charges of a public nature.

Instructions to Bidders

A. General

IOM invites bids for the sale of Two Toyota Landcruiser’s. The vehicles are available for viewing at IOM office parking yard located next to Chinese Embassy with Aden Abdulle airport.

The viewing of the vehicles will STRICTLY be between 10.00am to 12.00 pm between Sunday 4th to Tuesday 6th June 2023.

The bid for the vehicles should be submitted to the IOM via procurement-tenderonly@iom.int; on or before **Thursday 8th June 2023, 05:00pm.**

B. The Bidding Documents

Content of Bidding Documents

1.1 In addition to the Invitation for Bids, the bidding documents include:

- a) Instructions to Bidders (ITB)
- b) Bidding forms
- c) Container Photos

1.2 The Bidder is expected to examine all instructions and forms in the bidding documents. Failure to furnish all information required in the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

C. LIST OF USED VEHICLES

S.N	Description	Quantity	Unit	Location
1	TOYOTA LAND CRUISER HJ76	1	Units	IOM Mogadishu Office
2	TOYOTA LANDCRUISER	1	Units	IOM Mogadishu Office



D. Submission of Bids

1.1 Bid Form

The Bidder shall complete the Bid Form and the appropriate price clearly indicating the containers the bidder is bidding for. The bid form should have the name and contact number of the bidder. The bid form can be found under **section E** of the Instructions to Bidders.

1.2 Bid Currencies

Prices shall be quoted in USD.

1.5 Deadline for Submission of Bids

Bids must be received by IOM via email procurement-tenderonly@iom.int; no later than 8th June 2023 at -5.00PM.

1.6 Late Bids

Any bid received by IOM after the deadline for submission of bids will be rejected.

1.7 Modification and Withdrawal of Bids

No bid may be modified after the deadline for submission of bids.

1.8 Right to Accept any Bid and to Reject any or All Bids

IOM reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to the vehicle disposal, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for IOM's action.

E. BID FORM

BID FORM / OFFER FORM		
Bidders Name:		
Contact No:		
Date:		
Bidder Account Name:		
Bank Name:		
Bank Branch:		
Bank Account Number:		
Quantity	Container Description	Price offered/ USD

Hereby I certify that I am offering the above price for the above vehicles knowing that it is sold on the bases of where is as is and in case of winning, I will pay the amount within 7 (seven) days of notification.

Please ensure that you enter the above details fully. Forms with missing information will be waived.

Signature of the bidder: