



27 November 2022

**INVITATION TO BID - SALE OF USED UNITED NATIONS DEVELOPMENT
PROGRAMME (UNDP) CO VEHICLE**

Reference no.- Assets/ITB/002/2022

The UNDP-Iraq Office is hereby inviting bids for the sale of (1) vehicle through a competitive bidding process. The vehicle is currently located in UNDP-Iraq Basra office and will be sold on “as is/where is” basis and without recourse or warranties of any kind.

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it to mail address of : Aryan.saber@undp.org copying dolores.maitim@undp.org by the Deadline for Submission of Bids indicated in procurement notice website. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

If you need further information, please feel free to contact the following:
Focal Person in UNDP: Aryan Saber, Procurement Analyst Address: UNDP, Iraq
E-mail address: Aryan.saber@undp.org

Only the official OFFER on the provided template document (please see below) is acceptable; the OFFER must be signed with the Offeror's original hand-signature if the Offeror is individual or signed with Offeror's authorized representative original hand-signature and stamped if the Offeror is legal entity. The offer should indicate an all-inclusive bid price quoted in USD.

Ocular inspection of the vehicle is scheduled on **Wednesday 1st December 2022**, from **10:00 - 12:00 hrs (Iraq time)**, at the UNDP Basra office, Basra, Iraq.

For the ocular inspection, please contact:

Name: Wisam Alkhacha

Tel. no. +964 780 913

9124

E-mail: wisam.alkhacha@undp.org

United Nations Development

Terms of Sale:

Bids will be subject to the following procedures:

- (i) UNDP will award to the highest bidder and will be notified through email. In case of a price tie between two or more highest bidders, the respective bidders will be notified and requested to re-bid for a tie-breaker.
- (ii) Payment must be remitted in full and within five (5) business days from the date of receipt of the notification from UNDP, to the UNDP Iraq account. Failure to comply will result in the item being offered to the second highest bidder.
- (iii) Payment is required to be made in full before delivery or transfer of title is released.
- (iv) UNDP Iraq reserves the right to reject/cancel any bid at any time
- (v) The item purchased shall be removed from the UNDP's premises within 24 hours on confirmation of receipt of funds in the UNDP bank account. UNDP Iraq will retain diplomatic plates and registration documents to de-register the vehicle. UNDP Iraq will arrange the necessary documents (official letter to authorities to arrange the de- registration and request for customs declaration) for the vehicle after receipt of payment. The buyer is responsible for all the expenses related to vehicle registration (Payment of Registration Fees, Sales Tax, Duties and insurance or any other such related cost shall be at the expense of the purchaser. Vehicle registration procedure upon sale is to be performed by purchaser).

Dolores Maitim
Procurement Analyst
UNDP Iraq

ANNEX 1
Assets/
ITB-002-2022

a) Bid Offer
 Price

Sn.	Description	SERIAL NUMBER	Price (USD)
1	Toyota Land Cruiser 4x4 B6	JTECJ09J80550618 0	
Total Amount USD			

Note:

- Currency of bid - United States Dollars (USD)

b) Conditions

1. As is where is basis
2. UNDP is not liable or any repairs/costs
3. The Buyer is responsible to pay all the applicable taxes and duties imposed by the Government, licensing, maintenance and other unforeseen charges.
4. No refund or exchange is permitted upon sale of the items.
5. Payment Terms: full Price, Electronic Bank Transfer (EFT) within 5 business days of sale notification.
6. Collection: 24 hours on confirmation of receipt of funds in the UNDP bank account (to be provided to the winning bidder)
7. UNDP Iraq may, at any time and in its discretion, cancel the ITB and/or reject any bids during the bidding process.
8. The offer must be properly signed and dated before submission.
9. Any offer submitted without following the above-mentioned instructions could be rejected.

c) Disclaimer

I _____ (Bidder's name) hereby accept the above conditions of sale and agree to abide by the same terms of sale.

Signature of Bidder: _____

Date:

Name: _____

Tel. No. _____

Email: _____