

TECHNICAL SPECIFICATIONS FOR THE CONTRACTING OF CAR RENTAL SERVICES WITH DRIVER, PETROL AND INSURANCE IN NIGERIA AND IN OTHER ECOWAS COUNTRIES.

1. PURPOSE OF THE CONTRACT

FIIAPP F.S.P. requires the contracting of car rental services for the project Action Against Trafficking in Persons and Smuggling of Migrants in Nigeria” (A-TIPSOM NIGERIA).

2. DESCRIPTION OF THE SERVICES TO BE PROVIDED

It is required the contracting of supplies associated with the Car Renting Services including drivers, petrol, insurance, and maintenance. Also, FIIAPP F.S.P. requires:

- In order to be taken into account, the company must to offer 3 available cars and drivers with the following requirements:
 - ✓ Five doors car, vehicle not older than 10 years and with less than 150.000 km.
 - ✓ The company should have at least 3 available vehicles in case of necessity.
 - ✓ Every car should have 5 passengers’ seats, 5 doors and function air conditioning.
 - ✓ Driver with fluent English and without vision and hearing problems, available 5 working days, working time from 8:00 a.m to 05:00 p.m. Possibility of overtime work in case of necessity.
 - ✓ At least one driver who has been deployed services to international organizations.
 - ✓ Petrol and comprehensive insurance included in the service.
- Mains task of the supplier will be:
 - ✓ To provide transport services to FIIAPP Project staff in Nigeria and other ECOWAS countries if requested.
 - ✓ To conduct the above-mentioned services in a correct and punctual way.
 - ✓ To keep the vehicle in clean and serviceable condition and to perform basic maintenance on the vehicle.
 - ✓ To maintain a good personal appearance.

Performance of the contract will comply with the conditions detailed in the Particular Administrative Conditions and the Technical Specifications, which are contractual in nature, wherefore they must be signed by the successful bidder in witness whereof, in the same act of formally executing the contract.

3. CONDITIONS TO BE COMPLIED WITH WHEN PROVIDING THE SERVICE

- ***Bids:***

Interested parties will submit bids according to the conditions set forth in the Administrative Specifications, in the proper manner and form, for translation and interpretation services.

- ***Specifications:***

Produce a high-quality work according to the specifications of the FIIAPP, F.S.P.

4. DELIVERY AND BILLING

The services will take place preferent in Abuja, Nigeria, but under the necessities of the project the car rental services should be available in other localizations in Nigeria and other ECOWAS countries.

Payment will be made by bank transfer within a period of no more than thirty days as from the date when an invoice is submitted.

It is the responsibility of the winning company to manage the customs procedures and expenses inherent, which must be included in the unit prices disaggregated in the economic offer.

The successful tenderer shall be entitled to payment of the agreed price, under the conditions laid down in the contract, for the work performed and formally received by the foundation in the country of destination.

The payments will be made in Euros.