
STANDARD BIDDING DOCUMENT

Procurement of Goods and Services



Dzongkhag Administration

LHUMENTSE

Preface

This Standard Bidding Document for the Procurement of Goods has been prepared by the Public Procurement Policy Division (PPPD), Ministry of Finance to be used for the Procurement of Goods through National Competitive Bidding in projects that are financed in whole or in part by the Royal Government of Bhutan (RGoB). It should be used in conjunction with the Procurement Rules and Regulations.

The instructions in italics and footnotes provided are for guidance and are not part of the document therefore it should be removed while preparing the bid document.

Those wishing to submit comments or questions on this Bidding Document or to obtain additional information on procurement can contact:

Dzongkhag Administration

Lhuentse: Bhutan

Telephone No#+975-4-545222/17477902

Request for Quotation:

**Package Identification- Supply of Vehicle Spare parts & Maintenance for the Fiscal
Year 2023-2024**

Procuring Agency:

**DZONGKHAG ADMINISTRATION
LHUMENTSE**

25th September 2023**Invitation for Quotation (IFQ)**Project title: **Supply and Vehicle Maintenance for the fiscal year 2023-2024.**Source of Funding: **Royal Government of Bhutan (R-GoB)**

Dear Sir/Madam,

1. You are invited to submit your priced bid for the:
Supply and Maintenance of vehicle for the fiscal year 2023-2024 on a framework contract basis
(Information on items is attached separately)
2. The bidder(s) must quote for **all the items** under this invitation. Price quotations will be **evaluated as per the evaluation criteria furnished below.**
 - a)** The bid will be evaluated on a lot basis and the contract will be awarded to the successful bidders who quoted lowest in the maximum number of the items.
 - b)** All the items in the package should be quoted and failing to do so will lead to rejection of bids.
 - c)** The bid shall be rejected by the Tender committee if the bidder quoted abnormally high.
 - d)** *The contract will be awarded to the successful bidders who quote the lowest in the maximum number of items.*
3. The bidder(s) shall submit one original of the priced quotation with the Form of Bid and clearly marked **ORIGINAL**. In addition, the bidder(s) should also submit one copy marked as **COPY**. The bids shall be delivered in sealed envelopes to the appropriate addressee and shall be marked “Confidential”. A “sealed envelope” shall mean that:
 - i. A bid shall be contained in an inner envelope sealed with adhesive or other sealant, which will prevent re-opening;
 - ii. The inner envelope shall be signed across the seal. The name of the bidder shall be written on the inner envelope.
 - iii. The inner envelope shall be placed inside a further outer? The envelope similarly sealed. On this outer envelope, only the addressee, the word

“Confidential”, and any other relevant information in accordance with the bidding documents shall appear.

- iv. Your quotation in the required format should be addressed and submitted to:

**Chairperson
Dzongkhag Tender Committee
Lhuentse**

The deadline for receipt of your quotation(s) by the purchaser at the indicated address is **28th September 2023 on or before 1:00 am (Bhutan Time) and will be opened on the same date at 1:30 pm (Bhutanese time) at Procurement office.**

The bid shall be accompanied by a lump sum bid security of **Nu. 30,000.00 (Ngultrum: Thirty Thousand) only** in the form of an Unconditional Guarantee issued by a reputed financial institution or Cash Warrant or Demand Draft Account Payee addressing **Chairman, Dzongkhag Tender Committee, Dzongkhag Administration, Lhuentse** for a validity period of **60** days. Any bid not accompanied by bid security shall be treated as non-responsive to the Invitation for Quotation and will be rejected without seeking further explanation.

5. Quotation by fax or by electronic means **is not** acceptable.
6. **Bidders have to fill up the Price Schedule Forms in the original sheet provided by the Dzongkhag Administration without using extra forms or sheets.**
7. The quotation should be submitted as per the following instructions and in accordance with the attached Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.
 - a) **PRICE:** all prices shall be quoted in **Ngultrum**. The quoted price shall be inclusive of all related costs including taxes, duties and other levies until the end of the contract period.
 - b) **EVALUATION OF QUOTATION:** offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their quoted prices. In evaluating the quotations, the purchaser will determine for each quotation the evaluated price by adjusting the price quotation by making any correction for any arithmetical errors as follows;

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- (iii) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- (ii) where there is discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern unless in the opinion of the Employer there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted shall govern, and the unit rate shall be corrected.
- (iii) if the supplier refuses to accept the correction, this quotation will be rejected and the bid security shall be forfeited.
- c) **AWARD OF PURCHASE ORDER:** The award will be made to the bidder who is offering the lowest evaluated price that meets the specifications. The successful bidder will sign a contract as per the attached form of contract and terms and conditions of supply.
- d) **VALIDITY OF THE OFFERS:** your quotation(s) shall be valid till **30th September 2024.**
8. Further information can be obtained from: the **Dzongkhag Procurement Office, Dzongkhag Administration, Lhuentse.**
9. The quotation(s) will be opened in the presence of bidders or their representatives who choose to attend at the specified venue and time. The **Power of Attorney** letter shall be asked if representatives other than the legal owner attend the bid opening.
10. The Purchaser is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
11. The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of the bid validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached).
12. The lump sum amount of **Nu. 30,000.00 (Ngultrum: Thirty Thousand) only** shall be retained as security deposit with the Dzongkhag Administration and paid at the end of the contract period. The validity of security deposit should be one year.

Schedule of Items and Priced Quotation (bid form)

Bidders have to fill up the Bid Forms in original provided by the Dzongkhag Procurement Office without using extra forms or sheets.

Si.No	Description of Item (2)	Unit	Qty	Land Cruiser (Ambulance)	Hilux (Bankok)	Mitsubishi	Patara	DCM Eicher	Tractor (Farmtrac)	School Bus - Eicher	Maruti Van	Mahindra Bolero	Tata Xenon	Dumper (Refuse Collector)	Cesspool
1	A/C condenser	no.	1												
2	A/C pump assy.	no.	1												
3	A/C pump kit	no.	1												
4	AC radiator fan	no.	1												
5	Accelerator cable	no.	1												
6	Air cleaner hose pipe	no.	1												
7	Air conditioner filter	no.	1												
8	Air filter element	no.	1												
9	Alternator bearing	no.	1												
10	Alternator carbon bush	set	1												
11	Alternator rectifier	no.	1												
12	Apron sub assy RHLH	no.	1												
13	Arm sub assy front suspension LWR RH	no.	1												
14	Armature assy starter	no.	1												
15	Axle oil seal rearfront	no.	1												
16	B FUEL SYSTEM, Cam plate	no.	1												
17	Back light assy rear RHLH	no.	1												
18	Back light bulb double point	no.	1												
19	Back light bulb single point	no.	1												
20	Balance front bumper	no.	1												

21	Ball joint LWR LH	no.	1											
22	Ball joint LWR RH	no.	1											
23	Ball joint UPR LH	no.	1											
24	Ball joint UPR RH	no.	1											
25	Battery terminal end	no.	1											
26	Battery twelve bolt NS seventy	no.	1											
27	Bearing cam shaft	set	1											
28	Bearing connecting rod	no.	1											
29	Bearing crank shaft	set	1											
30	Bearing differential inner	no.	1											
31	Bearing differential side gear	no.	1											
32	Bearing front wheel inner	no.	1											
33	Bearing front wheel outer	no.	1											
34	Bearing power steering vane pump	no.	1											
35	Bearing rear axlewheel	no.	1											
36	Bearing rear differential frontouter	no.	1											
37	Bearing self starter front	no.	1											
38	Bearing self starter rear	no.	1											
39	Belt V compressor and collar	no.	1											
40	Bendex pinion starter	no.	1											
41	Blade power steering vane pump	no.	1											

42	Blade vacuum pump	no.	1											
43	Body balance rod assy	no.	1											
44	Body balance rod bracket	no.	1											
45	Body hoodpacking	no.	1											
46	Body mounting	no.	1											
47	Boner inner cushion form st. per mtr	no.	1											
48	Bonet mountinghood	no.	1											
49	Bonet stopper lock	no.	1											
50	Brake bleeder screw	no.	1											
51	Brake booster assy	set	1											
52	Brake booster kit	set	1											
53	Brake disc assy front	no.	1											
54	Brake line pipe	no.	1											
55	Brake master cyl. Assy	set	1											
56	Brake master cyl. Kit	set	1											
57	Brake pad	set	1											
58	Brake pad lock	no.	1											
59	Brake shoe	set	1											
60	Bumper bracket	no.	1											
61	Bumper front assy.	no.	1											
62	Bumper lock	no.	1											
63	Bumper rear assy.	no.	1											
64	Bush connecting rod	no.	1											
65	Bush Front suspension bush UPR front	no.	1											
66	Bush Front suspension bush UPR rear	no.	1											
67	Bush LWR control arm	no.	1											

68	Bush, guide valve exhaust	no.	1											
69	Bush, guide valve inlet	set	1											
70	C Transmission, Axle tube oil seal	no.	1											
71	Cable assy hood	no.	1											
72	Cable speedometer	no.	1											
73	Cam shaft oil seal	no.	1											
74	Camshaft	no.	1											
75	Camshaft bearing	no.	1											
76	Camshaft oil seal	no.	1											
77	Camshaft oil seal retainer	no.	1											
78	Camshaft timing pulley	no.	1											
79	Cap assy brake master cyl.	set	1											
80	Cap assy fuel filter	no.	1											
81	Ceeling roof per mtr	no.	1											
82	Center bearing assy	no.	1											
83	Center bolt and nut	set	1											
84	Clutch hub Number one	no.	1											
85	Clutch hub Number two	no.	1											
86	Clutch hun Number three	no.	1											
87	Clutch master assy	no.	1											
88	Clutch master assy cap	no.	1											
89	Clutch master cy assy	set	1											
90	Clutch master cyl.kit	set	1											
91	Clutch platedisc	no.	1											
92	Clutch release bearing	no.	1											

93	Clutch release cyl.kit	set	1											
94	Clutch release fork	no.	1											
95	Clutch sub. Assy atarter	no.	1											
96	clutchbrake pedal bracket	no.	1											
97	Coil spring front each	no.	1											
98	Coil spring rear each	no.	1											
99	Companion flange	no.	1											
100	Connecting rod	no.	1											
101	Control arm bush LWR	no.	1											
102	Control arm UPR LWR	no.	1											
103	Counter gear assy	no.	1											
104	Counter gear front brg	no.	1											
105	Crank shaft	no.	1											
106	Crank shaft oil seal	no.	1											
107	Crank shaft timing pulley	no.	1											
108	Crown and tail final gear kit	set	1											
109	Cumbustion chamber	no.	1											
110	Cushion link front stabilizer	no.	1											
111	Cut out starter	no.	1											
112	CV joing shaft assy front drive Lh	no.	1											
113	CV joing shaft assy front drive Rh	no.	1											
114	CV joint assy. LH	set	1											
115	CV joint assy. RH	set	1											
116	CV joint metal bushng	no.	1											

117	Cyl. Wheel rear kit	set	1											
118	Cylinder block water drain cock	no.	1											
119	Cylinder head cover gasket	no.	1											
120	Cylinder head gasket	no.	1											
121	D Brake, Bearing vacuum pump	no.	1											
122	Damper Pully	no.	1											
123	Darkling Rod Front	no.	1											
124	Delivery valve injection pump	set	1											
125	Distributive head plug	no.	1											
126	Door front RHLH	no.	1											
127	Door head lamp RHLH	no.	1											
128	Door lock and key front RHLH	no.	1											
129	Door lock and key rear RHLH	no.	1											
130	Door rear RHLH	no.	1											
131	Draglink assy	no.	1											
132	Draglink kit	set	1											
133	Drain plug	no.	1											
134	Drive shaft boot kit inner	no.	1											
135	Drive shaft boot kit outer	no.	1											
136	E STEERING, Bearing steering worm gear	no.	1											
137	Engine block assy	no.	1											
138	Engine head bolts	no.	1											
139	Engine linner set	set	1											
140	Engine mounting front	no.	1											

141	Engine mounting rear	no.	1											
142	Engine rear Oil seal	no.	1											
143	Engine rear Oil seal retainer	no.	1											
144	Engine, AC belt	no.	1											
145	Exhaust Gas Recirculation EGR	no.	1											
146	F SUSPENSION, Arm sub assy front suspension LWR LH	no.	1											
147	Fan belt	no.	1											
148	Fan sub assy	no.	1											
149	Fender liner LHRH	no.	1											
150	Fender RH wantenna	no.	1											
151	Fender RHLH	no.	1											
152	Fifth gear	no.	1											
153	FIP fuel pipe with washer	set	1											
154	FIP kit	set	1											
155	First gear	no.	1											
156	Flasher indicator	no.	1											
157	Floor mat Linolium per sq. mtr	no.	1											
158	Floor mat synthetic per sq. mtr	no.	1											
159	Fly wheel assy.	no.	1											
160	Fly wheel bearing	set	1											
161	Fly wheel bearing	no.	1											
162	Fog light assy	no.	1											
163	Fogi lamp double point	no.	1											
164	Foot rest assy	no.	1											
165	forth gear	no.	1											
166	four WD Indicator switch	no.	1											

167	four wheel cross bearing	no.	1											
168	Front axle cone stud bolt	no.	1											
169	Front axle oil seal inner	no.	1											
170	Front axle oil seal outer	no.	1											
171	Front disc brake cyl. Kit	set	1											
172	Front stabilizer bar	no.	1											
173	Front stabilizer bar bush	no.	1											
174	Front suspension arm assy UPR LH	no.	1											
175	Front suspension arm assy UPR RH	no.	1											
176	Front suspension bush LWR RHLH	no.	1											
177	Front wheel check nut	no.	1											
178	Front wheel check nut lock	no.	1											
179	Front wheel checknut washer	no.	1											
180	Fuel Cut off switch	no.	1											
181	Fuel filter	no.	1											
182	Fuel injector washer	set	1											
183	Fuel inlet hollow with washer	set	1											
184	Fuel overflow screw	no.	1											
185	Fuel tank assy	no.	1											
186	Fuel tank filler cap	no.	1											
187	Fuel tank inlet pipe	no.	1											
188	Fuel tank suction tube	no.	1											

189	Fuel temperature sensor with O ring	set	1											
190	Fuse box assy.	no.	1											
191	Fuse Eighty A	no.	1											
192	Fuse fifteen A	no.	1											
193	Fuse seven point five A	no.	1											
194	Fuse Ten A	no.	1											
195	Fuse twenty A	no.	1											
196	G ELECTRICAL SYSTEM, Alternator assembly	no.	1											
197	Gasket engine overhaul	st	1											
198	Gear box mountinginsulator	no.	1											
199	Gear box top bush	no.	1											
200	Gear hub sleeve Number four and snap ring	no.	1											
201	Gear Input shaft assy	no.	1											
202	Gear lever bush	no.	1											
203	Gear lever control kit	set	1											
204	Gear lever knob	no.	1											
205	Gear oil pump drive	no.	1											
206	Gear oil pump driven	no.	1											
207	Gear synchronizer ring	no.	1											
208	Gear thrust washer	no.	1											
209	Gear top cover cover housing	no.	1											
210	Glass front door RHLH with vent window	no.	1											
211	Glass rear door RHLH	no.	1											

212	Glow plug	no.	1											
213	Governor assy ,Torque control	st	1											
214	H BODY PARTS, AC radiator assy	no.	1											
215	Hand brake cable F	no.	1											
216	Hand brake cable R	no.	1											
217	Hand brake pad	set	1											
218	Hand brake shoe	set	1											
219	Handle for seat	no.	1											
220	Handle for window door	no.	1											
221	Handle front door inner RHLH	no.	1											
222	Handle frontrear door outer RHLH	no.	1											
223	Handle rear door outer RHLH	no.	1											
224	Head and rotor assy	set	1											
225	Head lamp assy RHLH	no.	1											
226	Head lamp bulb	no.	1											
227	Helper spring leaf	no.	1											
228	Hood lock assy	no.	1											
229	Horn st.	set	1											
230	Hose pipe clamp	no.	1											
231	Hose radiator Lower outlet	no.	1											
232	Hose radiator Upper inlet	no.	1											
233	Idler arm assy	no.	1											
234	Idler timing belt No one	no.	1											
235	Idler timing belt number two	no.	1											
236	Ignition key st.	no.	1											

237	Indicator light assy Front RHLH	no.	1											
238	Indicator side light bulb	no.	1											
239	Injection pump assy	set	1											
240	Injector nozzle	no.	1											
241	Inner oil seal rear wheel	no.	1											
242	Input shaft assy	no.	1											
243	Kingpin bearing	no.	1											
244	Kingpin bush	no.	1											
245	KM cable	no.	1											
246	Knuckle hub front RhLh	no.	1											
247	Knuckle oil seal st.	set	1											
248	Lamp assy combination RHLH	no.	1											
249	Laretal control arm bush	no.	1											
250	Laretal control rod	no.	1											
251	Lens front indicator assy RHLH grey	no.	1											
252	Lens front indicator assy RHLH silver	no.	1											
253	Lens front turn signal lamp LHRH	no.	1											
254	Lens Rear combination lamp RHLH	no.	1											
255	Line repairing and scanning	no.	1											
256	Link front stabilizer	no.	1											
257	Link rear stabilizer	no.	1											
258	Link stabilizer bushing	no.	1											
259	Lock free wheel hub	no.	1											

260	Main bearing oil seal	no.	1											
261	Main bearing oil seal	no.	1											
262	Mirror LH	no.	1											
263	Mirror RH	no.	1											
264	Moulding wind shiled chrome plated	no.	1											
265	Needle roller bearing for gear	no.	1											
266	Nozzle leakage pipe number four	no.	1											
267	Nozzle leakage pipe Number four	no.	1											
268	Nut for front axle stud bolt	no.	1											
269	Nutbolt door lock key	no.	1											
270	O ring vacuum pump	no.	1											
271	O ring vane pump inner	no.	1											
272	O ring vane pump outer	no.	1											
273	Oil check valve	no.	1											
274	Oil filler	no.	1											
275	Oil filler cap	no.	1											
276	Oil nozzle Number one	no.	1											
277	Oil pump circulation assy	no.	1											
278	Oil Seal four X four	no.	1											
279	Oil seal front hub outer	no.	1											
280	Oil seal rear axle inner	no.	1											
281	Oil seal rear axle outer	no.	1											
282	Oil seal rear axle outer	no.	1											
283	Oil seal Steering sector shaft manual strg	no.	1											

284	Oil seal steering worm gear	no.	1											
285	Oil seal timing gear case	no.	1											
286	Oil seal vane pump housing	no.	1											
287	Oil stainer	no.	1											
288	Output shaft assy	no.	1											
289	Overflow pipe line	no.	1											
290	Paking retainer	no.	1											
291	Pati clamp	no.	1											
292	Pilot bearing clutch	no.	1											
293	Piston ring	set	1											
294	Piston with pin	set	1											
295	Pitman arm assy	no.	1											
296	Power steering belt	no.	1											
297	Power steering control gasket kit	set	1											
298	power steering kit	set	1											
299	Power steering motor assy	set	1											
300	Power steering tank	no.	1											
301	Pressure plateclutch cover	no.	1											
302	Propeller flange	no.	1											
303	Propeller shaft assy f	no.	1											
304	Propeller shaft assy r	no.	1											
305	Propeller shaft bearing	no.	1											
306	Propeller shaft yoke	no.	1											
307	Pushing clip	no.	1											
308	Quarter glass for vent window RHLH	no.	1											
309	Radiator assy	no.	1											
310	Radiator cap	no.	1											
311	Radiator grill	no.	1											

312	Radiator mtghood	no.	1											
313	Radio antennaarial	set	1											
314	Rain guard	no.	1											
315	Rear axle cone	no.	1											
316	Rear axle hub housing RhLh	no.	1											
317	Rear axle shaft Lh	no.	1											
318	Rear axle shaft Rh	no.	1											
319	Rear bearing outer race	no.	1											
320	Rear dekey shock absorber	no.	1											
321	Rear seated glass	no.	1											
322	Rear view mirror	no.	1											
323	Rear wheel Cyl. RHLH	set	1											
324	Rear wheel Cyl. RHLH	set	1											
325	Regulator assy front rear door RHLH	no.	1											
326	Regulator voltage	no.	1											
327	Relay glow plug	no.	1											
328	Relay head lamp	no.	1											
329	Relay starter	no.	1											
330	Reverse gear	no.	1											
331	Reverse idler gear	no.	1											
332	Reverse idler gear shaft	no.	1											
333	Rod sub assy tie LHRH	no.	1											
334	Roller bearing for counter gear	no.	1											
335	Seat assy front single	no.	1											
336	Seat assy rear double	no.	1											
337	Second gear	no.	1											

338	Self metal bushing	no.	1											
339	Self starter assy.	no.	1											
340	Self starter bearing	no.	1											
341	Self starter carbon bush	set	1											
342	Self starter contact point	set	1											
343	Self starter field coil assy	no.	1											
344	Self starter solonoid switch	no.	1											
345	Sensor speedo meter	no.	1											
346	Shackle inner plate	no.	1											
347	Shaft sub assy. Governor adjusting	set	1											
348	Shifting key	no.	1											
349	Shifting key spring	no.	1											
350	Shim	no.	1											
351	Shock absorber bushcushion RF	no.	1											
352	Shock absorber metal bush	no.	1											
353	Shock absorber retainer washer	no.	1											
354	Shockabsorber front each	no.	1											
355	Shockabsorber rear each	no.	1											
356	Shroud sub assy fan	no.	1											
357	Silencer hanger clamp	no.	1											
358	Snubber valve	no.	1											
359	Soloniod switch fuel cut	no.	1											
360	Speedometer drive gear	no.	1											
361	Speedometer sensor	no.	1											
362	Speedor cable	no.	1											

363	Spider kit universal joint cross brg	no.	1											
364	Spindle hub front assy.	no.	1											
365	Spiral Cable	no.	1											
366	Spring bumper	no.	1											
367	Spring clip	no.	1											
368	Spring front main or first leaf	no.	1											
369	Spring front main or fourth leaf	no.	1											
370	Spring front main or second leaf	no.	1											
371	Spring front main or third leaf	no.	1											
372	Spring hanger pin	no.	1											
373	Spring metal bushing	no.	1											
374	Spring rear fifth leaf	no.	1											
375	Spring rear fourth leaf	no.	1											
376	Spring rear main leaf	no.	1											
377	Spring rear second leaf	no.	1											
378	Spring rear seventh leaf	no.	1											
379	Spring rear sixth leaf	no.	1											
380	Spring rear third leaf	no.	1											
381	Spring rubber bushing	no.	1											
382	Spring shackle pin	no.	1											
383	Spring shackle plate	no.	1											
384	Spring torsion bar	no.	1											
385	Spring u bolt	no.	1											

386	Spring U bolt supporter	no.	1											
387	Stabilizer bar	no.	1											
388	Stabilizer bush D type	no.	1											
389	Starter armature assy	no.	1											
390	Starter assy	no.	1											
391	Starter pinion	no.	1											
392	Steering box bearing	no.	1											
393	Steering box bearing manual	no.	1											
394	Steering box bearing Power steering	no.	1											
395	Steering box oil seal	no.	1											
396	Steering column bush	no.	1											
397	Steering column lock	no.	1											
398	Steering corsssector shaft	no.	1											
399	Steering cover	no.	1											
400	Steering cross coupling	no.	1											
401	Steering damper	no.	1											
402	Steering knuckle arm LH	no.	1											
403	Steering knuckle arm RH	no.	1											
404	Steering knuckle spindle housing assy.	no.	1											
405	Steering main shaft bush	no.	1											
406	Steering rack assy.	no.	1											
407	Steering rack end RhLh	no.	1											
408	Steering sector shaft oil seal	no.	1											
409	Steering wheel	no.	1											
410	Steering worm gear oil seal	no.	1											
411	Steering yoke	set	1											

412	Stud bolt front axle hub	no.	1											
413	Sub assy hood	no.	1											
414	Suction control valve	no.	1											
415	Sun visor with holder	no.	1											
416	Support sub assy radiator	no.	1											
417	Suspension arm bush	no.	1											
418	Switch fuel level warning	no.	1											
419	Switch oil pressure sender	no.	1											
420	Switch water temperature	no.	1											
421	Tail gate	no.	1											
422	Tail pinion	no.	1											
423	Tail pinion bearing inner	no.	1											
424	Tail pinion bearing outer	no.	1											
425	Tail pinion checknut	no.	1											
426	Tail pinion oil seal differential	no.	1											
427	Tail pinion shim differential	no.	1											
428	Tappet cover	no.	1											
429	Tappet cover gasket	no.	1											
430	Thermostat valve	no.	1											
431	Third gear	set	1											
432	Thrust washer st.	st	1											
433	Tie rod end assy	no.	1											
434	Tie rod end sub assy LH longer	no.	1											
435	Tie rod end sub assy Rh shorter	no.	1											
436	Timer control valve	no.	1											
437	Timing belt	no.	1											

438	Timing belt idler bearing with bolt	no.	1											
439	Timing cover oil seal	no.	1											
440	Timing gear	no.	1											
441	Timing gear bearing	no.	1											
442	Torsion bar assy	no.	1											
443	Torsion bar bushLateral arm bush	no.	1											
444	Turbo cherger	no.	1											
445	U bolt	no.	1											
446	UPR control arm assy	no.	1											
447	Vaccum pump kit	set	1											
448	Valve adjusting shim	no.	1											
449	Valve exhaust	no.	1											
450	Valve guide	no.	1											
451	Valve inlet	no.	1											
452	Valve lifter	set	1											
453	Valve oil seal	no.	1											
454	Valve seat	no.	1											
455	Valve shim	no.	1											
456	Washer frontrear crown pinion thrust	no.	1											
457	Water pump assy	Set	1											
458	Wheel bolt and nut	no.	1											
459	Wheel bolt front	no.	1											
460	Wheel cyl. Brake master kit	Set	1											
461	Wheel nut	no.	1											
462	Wind shield glass front laminated	no.	1											
463	Wind shield glass pasterubber	no.	1											
464	Wiper arm	no.	1											
465	Wiper blade st.	set	1											

[illegible]

**The rate quoted should be inclusive of the mechanic charge.*

Contract Duration	<i>Till 30th September 2024 from the date of the contract signing agreement</i>
Warranty ProvidedN/A.....

Signature of Supplier/Contractor	Supplier's Official Stamp
Name of Supplier/Contractor	
Date	

Specification of the Services Required

Sl	Item	Specifications
1	Vehicle Maintenance on a framework contract basis for the year 2023-2024.	1. <i>Refer Terms & Conditions of the Vehicle Maintenance.</i>

Documents required to be submitted as part of the Quotation

The original and *copy (ies)* of quotation submitted by the supplier shall comprise the following:

- (a) A duly completed and signed priced quotation as per the Schedule of Items and the Priced Quotation (**Item Form**);
- (b) A copy of valid workshop License;
- (c) A copy of valid Tax Clearance Certificate;
- (d) The Original Bid security sum of **Nu.30000.00 (Thirty Thousand Only)**

-
- (e) Power of attorney letter if the bid is signed other than the proprietor himself/herself to ensure the legality of the bidding process.
 - (f) Any other requirements specified in this document

Terms and Conditions for Vehicle Maintenance

1. The Bidder should have his/her Workshop stationed in and around Dzongkhag Administration.
2. The Bidder should carry out the maintenance work as soon as the work order is placed.
3. The spare parts required should be ready within 10 working days from the date the work order is placed at your firm and the maintenance work should be complete within 5 working days. Failing to arrange and complete the work shall be liable for Liquid Damage 0.05% per day maximum up to 10%.
4. The contract may terminated by the committee if the bidders fail to complete the Maintenance work within 30 days from the date of the work order placed at your firm.
5. Failing to adhere to the terms and conditions laid above shall lead to termination of the contract and forfeiture of Performance security.
6. No deviation from the quoted price of the item except Dzongkhag Tender Committee grants special approval.
7. The rate quoted should be inclusive of spare parts plus a service charge.
8. The Dzongkhag Tender Committee's decision on any matter shall be final and binding.

Contract Agreement

[The successful Bidder shall fill in this form in accordance with the instructions indicated]

THIS CONTRACT AGREEMENT made the *[insert number]* day of *[insert month]*, *[insert year]*,

BETWEEN

- (1) Dzongkhag Administration, Lhuentse, a Government of Bhutan, and having its principal place of business at Lhuentse (hereinafter called “the Purchaser”), and
- (2) *[insert name of Supplier.....]*, a corporation incorporated under the laws of *[insert: country of Supplier.....]* and having its principal place of business at *[insert: address of Supplier.....]* (hereinafter called “the Supplier”).

WHEREAS the Purchaser invited Bids for certain Goods and ancillary services, viz., *[insert brief description of Goods and Services.....]* and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of *[insert Contract Price in words and figures, expressed in the Contract currency/ies]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract, viz.:
 - (a) This Contract Agreement;
 - (b) Terms and Conditions;
 - (c) Technical Requirements (including Schedule of Supply and Technical Specifications); (**List of items**)
 - (e) The Original Supplier’s Bid Bid security
 - (f) The Purchaser’s Notification of Award of Contract;
 - (g) The form of Performance Security;
 - (h) *[Insert here any other document(s) forming part of the Contract]*
3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and

Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Related Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Bhutan on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed:.....
in the capacity of.....

in the presence of
in the capacity of.....

For and on behalf of the Supplier

Signed:
in the capacity of.....

in the presence of.....
Witness.....

Bid Security (Bank Guarantee)

[The Bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]

[insert Bank's Name, and Address of Issuing Branch or Office]

Beneficiary: _____ *[Name and Address of Purchaser]*

Date: _____

BID GUARANTEE No.: _____

We have been informed that *[insert name of the Bidder]* (hereinafter called "the Bidder") has submitted to you its Bid dated (hereinafter called "the Bid") for the execution of *[insert name of Contract]* under Invitation for Bids No. *[insert IFB number]* ("the IFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we *[insert name of Bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount in figures]* (*[insert amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the Bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of Bid validity specified by the Bidder in the Form of Bid; or
- (b) having been notified of the acceptance of its Bid by the Purchaser during the period of Bid validity, (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the Performance Security, if required, in accordance with the Instructions to Bidders.

This guarantee will expire: (a) if the Bidder is the successful Bidder, upon our receipt of copies of the contract signed by the Bidder and the Performance Security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful Bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

[signature(s)]

Performance Security

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

Date: *[insert date (as day, month, and year) of Bid submission]*
IFB No. and title: *[insert no. and title of bidding process]*

Bank's Branch or Office: *[insert complete name of Guarantor]*

Beneficiary: *[insert complete name of Purchaser]*

PERFORMANCE GUARANTEE No.: *[insert Performance Guarantee number]*

We have been informed that *[insert complete name of Supplier]* (hereinafter called "the Supplier") has entered into Contract No. *[insert number]* dated *[insert day and month]*, *[insert year]* with you, for the supply of *[description of Goods and related Services]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding *[insert amount(s)]¹ in figures and words* upon receipt by us of your first demand in writing declaring the Supplier to be in default under the Contract, without cavil or argument, or you needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the *[insert number]* day of *[insert month]* *[insert year]*,² and any demand for payment under it must be received by us at this office on or before that date. We agree to a one-time extension of this Guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee.

[signatures of authorized representatives of the bank and the Supplier]