

Technical Requirement Submission Form
RFQ N° UNFPA/FJI/RFQ/25/007
Vehicle Rental Services for Vanuatu Office

The vendor shall provide full, prompt, accurate, and expert products/services to UNFPA in accordance with the UN policies, procedures, and guidelines.

Please place a tick if the product meets the technical requirements mentioned below:

Specifications	Vendor Response (Yes/No)	Comments
Fully functional and well-maintained vehicle suitable for Vanuatu's road conditions.		
Comprehensive insurance coverage.		
24/7 emergency roadside assistance.		
Type: [Specify – SUV, 4WD, Sedan, Pickup, etc.]		
Model: Less than three (3) years old from the date of procurement with a valid roadworthiness certificate.		
Fuel Type: [Petrol/Diesel]		
Transmission: [Automatic]		
Seating Capacity: At least four (4) passengers.		
Air Conditioning: Required		
Safety Features: Airbags, ABS, seat belts for all passengers.		
Cargo Capacity: Minimum of 0.5 cubic meters loading capacity.		
Availability: 24 hours a day, seven days a week.		
First Aid Kit- Required		
Fire extinguisher- Required		
Must not have any defects while carrying UNFPA staff.		
Provide regular maintenance, repairs, and servicing as needed during the rental period (e.g., oil changes, tire checks, etc.).		
Offer roadside assistance in case of mechanical failure or accident.		
Replace the vehicle as soon as possible in case of breakdown or unavailability.		
Ensure the vehicle is available seven (7) days a week, including weekends and public holidays, especially for workshops, meetings, or official engagements with partners.		
Provide a copy of the vehicle insurance document.		
Provide a copy of the roadworthiness certificate.		
Provide a copy of the vehicle registration certificate.		
Provide a copy of a business registration certificate.		

Name, title, and signature	Date and place

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