



Letter of Invitation

23 September 2019

Dear Service Provider,

The International Organization for Migration (hereinafter called IOM) intends to hire a Service Provider(s) for the Lease of Vehicles for which this Request for Proposals (RFP) is issued.

IOM now invites Eligible Service Providers to submit Technical and Financial Proposal for the following Services: Lease of Vehicles for IOM Operations in Afghanistan on a Long-Term Basis (2019-2020) (One Year with possible extension for another year). More details on the Services are provided in the Terms of Reference (TOR).

The Service Provider will be selected under a Quality – Cost Based Selection procedures described in this RFP.

Bidding Documents can be obtained by request in writing sent to the email address: iomkabulprocurement@iom.int or received at the following address: House # 28, Street # 3, Ansari Square, Shahr-e-Naw, (Opposite to German Clinic), Kabul, Afghanistan from **25 September to 01 October 2019 from 09:00 to 16:00 hours local time.**

A pre-bidding conference will be held on **02 October 2019 at 14:00 hours** at IOM Office in Kabul. Attendance to the conference is optional.

In order for your company representative to be allowed to the pre-bid meeting please send us name and NID (Tazkira) Number or Passport Number of your representative by at least **30th September 2019 before 15:00 hours**. No one will be allowed to the pre-bid meeting without prior introduction.

The Proposals must be delivered by hand or through courier to the IOM with office address at House # 28, Street # 3, Ansari Square, Shahr-e-Naw, (Opposite to German Clinic), Kabul, Afghanistan on or before **14th October 2019 16:00 hours**. No late Proposal shall be accepted.

IOM reserves the right to accept or reject any Proposal and to annul the selection process and reject all Proposals at any time prior to contract award, without thereby incurring any liability to affected Service Providers.

Very truly yours,

Procurement and Logistics Unit