**Request for Tender**



Cook Islands Government (CIG) Vehicle

Sale by Tender

|  |  |
| --- | --- |
| Reference No: | SA192001 |
| Date of Release: | 12 September 2019 |

Ministry of Finance and Economic Management

All queries regarding this Request for Tender should be directed to:

**Contact Officer:** Tia Henderson – [tia.henderson@cookislands.gov.ck](mailto:tia.henderson@cookislands.gov.ck)   
  
**TENDER CLOSING TIME: 4:00 pm (CI Time) Thursday 26th September 2019**

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Introduction

# Summary of Requirements

The Ministry of Finance and Economic Management (MFEM) is disposing of 18 used Government vehicles on behalf of 12 different agencies that are excess to Government needs. These include motorcycles, sedans, SUVs, Vans, and Pickup Trucks.

This Request for Sale by Tender is for suitable companies, groups or individuals to submit a tender for the Sale of Assets for one or more of these 18 vehicles.

The vehicles will be sold as used, on an “as is, where is” basis.

It is the tenderer’s responsibility to view and investigate any and all vehicles they may be interested in submitting a tender.

CONDITIONS OF TENDERING

# Contact Persons

For enquiries in regards to the process please contact the MFEM – Sale by Tender Coordinator:

**Name of Person:** Tia Henderson

**Title:** MFEM – Sale by Tender Coordinator  **Address:** Ministry of Finance and Economic Management,

PO Box 120, Avarua, Rarotonga

COOK ISLANDS

**Phone:** + (682) 29 511 **E-mail:** [tia.henderson@cookislands.gov.ck](mailto:taina.iro@cookislands.gov.ck)

**FOR VIEWING/INSPECTIONS**

If you are interested in viewing and/or investigating a particular vehicle please contact the appropriate contact person for the Responsible Agency vehicle you would like to view below:

|  |  |  |
| --- | --- | --- |
| **Responsible Agency** | **CONTACT PERSON** | **CONTACT DETAILS** |
| Cook Islands Police Services | Ngariki Eliu | ngariki.eliu@cookislands.gov.ck Phone : +682-22499 |
| Cook Islands Tourism Corporation | Catherine Healy | catherine.healy@cookislands.gov.ck Phone : +682-29435 |
| Infrastructure Cook Islands | Solomona Solomona Fred Hosking | solomona.solomona @cookislands.gov.ck fred.hosking@cookislands.gov.ck Phone : +682-20321 |
| Ministry of Agriculture | Sanjinita Sunish  Grace Ioane | sanjinita.sunish@cookislands.gov.ck grace.ioane@cookislands.gov.ck Phone : +682-28711 |
| Ministry of Education | Reureu Tearetoa | accountant@education.gov.ck Phone: +682- 29357 |
| Ministry of Finance and Economic Management | Tia Henderson (GA363)  Mii Kino (GAA 391) | [tia.henderson@cookislands.gov.ck](mailto:tia.henderson@cookislands.gov.ck)  Phone : +682-29511  [mii.kino@cookislands.gov.ck](mailto:mii.kino@cookislands.gov.ck)  Phone : +682-29521 |
| Ministry of Foreign Affairs and Immigration | Tia Henderson (GA 452) Nga Potoru (GAA 407) | tia.henderson@cookislands.gov.ck nga.potoru@cookislands.gov.ck Phone : +682-29347 |
| Ministry of Justice | June Putere | june.putere@cookislands.gov.ck Phone : +682- 29410 |
| Ministry of Transport | Mii Rongo Tai Cummings | mii.rongo@cookislands.gov.ck tai.cummings@cookislands.gov.ck Phone : +682-28810 |
| Office of the Public Service Commissioner | Rangi Tutai  Teresa Tura | rangi.tutai@cookislands.gov.ck Phone : +682- 29421  teresa.tura@cookislands.gov.ck |
| Ombudsman | Ethel Pokia | ethel.pokia@cookislands.gov.ck Phone : +682-20605 |
| Parliament | Tangi Mataio | tangi.mataio@cookislands.gov.ck Phone : +682-26500 |

# Tender Closing Time

**Tender Closing Time and Date: 4:00p.m. (CI Time) Thursday 26th September 2019**

It is the tenderer’s responsibility to ensure that their proposal reaches the designated venue by the specified date and time.

Late tenders may be accepted

# Submission of Tender

All tenders and related documentation in respect of this RFT may be presented in the English or Maori language. Tenders presented in Maori or any other language must be provided with an English translation. Tenderers may submit their bid in either hard copy and/or electronic copy.

## Hard Copy Submission:

Hard copy tenders must be submitted in the format contained in Attachment 2 – Forms to be submitted and placed in the Tender Box located in MFEM’s Treasury Management Division Office, Avarua, Rarotonga, by the due date. Failure to do so may result in the tender being disqualified.

## Electronic Copy Submission:

Electronic copy tenders must be submitted as a pdf file to [tenders@cookislands.gov.ck](mailto:tenders@cookislands.gov.ck) with the subject line: ***“Cook Islands Government Vehicle Sale by Tender”*** and in the format contained in Attachment 2 – Forms to be submitted, by the due date. Failure to do so may result in the tender being disqualified.

The Electronic Tender Account will send a confirmation of receipt email in response to your electronic submission. If you do not receive a confirmation of receipt email within five working days please contact the Contact Officer for this tender.

# Further information or clarifications

Negotiations will not be permitted between the Tender Team and any prospective tenderers during the tender advertising period. However, prospective tenderers may seek clarification of the tender documents prior to submitting their tenders.

Any further information or clarification required by a Tenderer in relation to this RFT must be directed to the **MFEM – Sale by Tender Coordinator**. Tenderers should note that to ensure no disadvantage to any tenderers, responses to questions pertaining to this tender will be shared with all potential tenderers through the Cook Island Government Procurement Web Site [www.procurement.gov.ck](http://www.procurement.gov.ck).

# Selection Process

Selection will be based on tenderers ability to meet tender requirements and price.

# Notification of Acceptance

Successful and unsuccessful tenderers shall be notified in writing by the Principal or their representative within ten (10) working days of acceptance of the successful tender.

When the preferred Tenderer has been identified, MFEM will invite the Tenderer to enter into negotiations based on the draft contract in Attachment 3 to this RFT. Only when both parties have agreed to the terms of the contract and executed the contract, will MFEM formally issue a Letter of Acceptance to the successful Tenderer. Ownership will be transferred to the successful Tenderers upon collection of the vehicle. Any fees associated with transfer of ownership and collection of vehicle(s) will be covered by the successful tenderer.

MFEM shall not be bound to accept the highest priced tender or the highest scored tender or any tender.

The final *sale prices only* for each vehicle sold will be published on the procurement website.

Attachment 1 – Vehicles for sale

Details on all **18** vehicles for sale are listed in the table below; All vehicles are on Rarotonga

It is the tenderer’s responsibility to view and investigate any and all vehicles they may be interested in purchasing. Tenderers are allowed to bid for one or more of the following vehicles. Please contact the appropriate staff identified for each responsible agency vehicle you are interested in.

**Vehicle Details**

| **#** | **Responsible Agency** | **Vehicle Type** | **Year – Colour – Make – Model** | **Plate No.\*\*** | **Location** | **Fuel** | **Transmission** | **Driveable** | **Condition** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Cook Islands Police Services | D/Cab Pickup Truck | 2004 – Holden Crewman | **GA455** | Cook Islands Police Headquarters | Diesel | Automatic | **No** | Average Condition but with major mechanical issue |
| 2 | Cook Islands Tourism Corporation | SUV | 2008 – Gold – Suzuki – Vitara | **GA432** | Cook Islands Tourism Corporation Head Office | Petrol | Automatic | **Yes** | Fair condition. Major rust repairs. |
| 3 | Infrastructure Cook Islands | Small Van | 2002 – Silver – Suzuki – Carry Van | **GA271** | Instructure Cook Islands | Petrol | Manual | **Yes** | Current WOF/AL, Engine mechanically sound, suspension worn, steering out of alignment. |
| 4 | Ministry of Agriculture | SUV | 1998 – White – Honda - CRV | **DSAP11** | Ministry of Agriculture, Arorangi | Petrol | Automatic | **Yes** | Front suspension requires urgent attention. Left hand (LH) front door window needs to be replaced, no glass. |
| 5 | Ministry of Agriculture | SC Pickup Truck | 1998/2001 – White – Ford – Courier | **GA235** | Ministry of Agriculture, Arorangi | Diesel | Manual | **No** | Vehicle unable to be moved. A number of replacements and service are required. |
| 6 | Ministry of Agriculture | SC Pickup Truck | 2006 – Black - Isuzu | **GA347** | Ministry of Agriculture, Arorangi | Diesel | Manual | **Yes** | Tyres and wiper blades need to be replaced. Vehicle exterior requires panel-beating and repaint. |
| 7 | Ministry of Education | Small Van | 2007 – White – Suzuki - APV | **GA352** | Ministry of Education, Nikao | Petrol | Manual | **Yes** | Fair Condition, but shows some interior & exterior aging and wear. Costly maintenance |
| 8 | Ministry of Education | Small Van | 2005 – White – Mazda – E2500 | **GA321** | Ministry of Education, Nikao | Diesel | Manual | **Yes** | Fair Condition with minor surface rust. Some repairs necessary but engine runs and drives fine. Costly maintenance |
| 9 | Ministry of Finance and Economic Management | Motorcycle | 2013 – Red – Honda - Wave | **GAA 391** | Ministry of Finance and Economic Management. | Petrol | Manual | **Yes** | Rust petrol tank, scratch, rusty wheel chain, muffler |
| 10 | Ministry of Finance and Economic Management | Sedan | 2007 – Black – Nissan – Tiida | **GA363** | Ministry of Justice Carpark | Petrol | Automatic | **No** | Fair condition but some damage. Requires mechanical attention. |
| 11 | Ministry of Foreign Affairs and Immigration | Motorcycle | 2014 – Red – Honda – Wave | **GAA407** | Ministry of Foreign Affairs & Immigration, Avarua | Petrol | Semi-auto | **Yes** | Good Condition but suspension and steering systems need attention. |
| 12 | Ministry of Foreign Affair and Immigration | SUV | 2010 – Black – Suzuki –Vitara | **GA452** | Ministry of Foreign Affairs & Immigration, Avarua | Petrol | Automatic | **Yes** | Good condition. Some damage but motor runs fine. |
| 13 | Ministry of Justice | Sedan | 2007 – Gray – Nissan - Tiida | **GA2** | Ministry of Justice | Petrol | Automatic | **No** | Unsafe for the road and unusable. Needs major exterior and interior work. Some mechanical attention. |
| 14 | Ministry of Justice | Sedan | 2005 – Red – Toyota – Camry | **GA366** | Ministry of Justice | Petrol | Automatic | **No** | Mechanical issues - in need of repair (cracked windshield, peeling paint, door handle held by cello-tape) |
| 15 | Ministry of Transport | Small Van | 2007 – Silver – Suzuki - APV | **GA351** | Ministry of Transport, Avarua | Petrol | Manual | **No** | Numerous mechanical repairs & servicing needed, doesn’t qualify a warrant |
| 16 | Office of the Public Service Commissioner | Motorcycle | 2012 – Red – Honda – Wave | **GAA352** | Office of the Public Service Commissioner, Avarua | Petrol | Automatic | **Yes** | Rusted rims, a bit wobbly |
| 17 | Ombudsman | Small Sedan | 2007 – Burgundy – Nissan - Tiida | **GA374** | Office of the Ombudsman, Avarua | Petrol | Automatic | **Yes** | Good condition but minor damage. Motor runs good and good transmission performance. |
| 18 | Parliament | Small Van | 2007 – Grey – Suzuki – APV | **GA344** | Parliament, Nikao | Petrol | Manual | **No** | Vehicle has deteriorated over time. Unable to pass WOF. Parts required |

**\*\* License plate numbers are provided for identification purposes only. Upon pick up by successful tenderer the license plate/s will be removed. Ownership will be transferred to the successful Tenderers upon collection of vehicle.**

Attachment 2 – FORM OF TENDER

Ministry of Finance and Economic Management

PO Box 120, Avarua, Rarotonga

COOK ISLANDS

|  |  |
| --- | --- |
| **Tender For:** | Cook Islands Government Vehicle Sale by Tender |
| **Reference No.** | SA192001 |
| **Purchaser:** |  |

Having examined the Tender Documents for the above sale, dated 12 September 2019, and released by the Ministry of Finance and Economic Management, we submit the following offer.

I/We offer to purchase [insert number of vehicles ] vehicle(s) identified below, at the price indicated, as is where is and remove from their designated location. We accept that no guarantee is made in terms of the condition or fitness for any purpose whatsoever.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item No.** | **Type** | **Year – Colour – Make – Model** | **Plate No.** | **Offer Price**  **(NZD$ VAT inclu.)** |
| **1** | D/Cab Pickup Truck | 2004 – Holden Crewman | **GA455** |  |
| **2** | SUV | 2008 – Gold – Suzuki – Vitara | **GA432** |  |
| **3** | Small Van | 2002 – Silver – Suzuki – Carry Van | **GA271** |  |
| **4** | SUV | 1998 – White – Honda - CRV | **DSAP11** |  |
| **5** | SC Pickup Truck | 1998/2001 – White – Ford – Courier | **GA235** |  |
| **6** | SC Pickup Truck | 2006 – Black - Isuzu | **GA347** |  |
| **7** | Small Van | 2007 – White – Suzuki - APV | **GA352** |  |
| **8** | Small Van | 2005 – White – Mazda – E2500 | **GA321** |  |
| **9** | Motorcycle | 2013 – Red – Honda - Wave | **GAA 391** |  |
| **10** | Sedan | 2007 – Black – Nissan – Tiida | **GA363** |  |
| **11** | Motorcycle | 2014 – Red – Honda – Wave | **GAA407** |  |
| **12** | SUV | 2010 – Black – Suzuki –Vitara | **GA452** |  |
| **13** | Sedan | 2007 – Gray – Nissan - Tiida | **GA2** |  |
| **14** | Sedan | 2005 – Red – Toyota – Camry | **GA366** |  |
| **15** | Small Van | 2007 – Silver – Suzuki - APV | **GA351** |  |
| **16** | Motorcycle | 2012 – Red – Honda – Wave | **GAA352** |  |
| **17** | Small Sedan | 2007 – Burgundy – Nissan - Tiida | **GA374** |  |
| **18** | Small Van | 2007 – Grey – Suzuki – APV | **GA344** |  |

We **agree** to the Terms and Conditions of the Sale and Purchase Agreement in Attachment 3 of the said tender and do not propose any amendments.

Unless and until a Contract Agreement is prepared and executed, this Tender together with your written acceptance thereof, shall constitute a binding contract between us.

We understand that you are not bound to accept the highest or any Tender you may receive.

We understand that no contract shall come into existence, and no legal or other obligations shall arise between us and you (or between us and any other agent of MFEM) in relation to the conduct, outcome or otherwise of the Tender process, prior to and apart from your acceptance of our Tender.

We understand that you may make whatever enquiries you deem necessary regarding our ability to meet the terms of this tender. Further, during the assessment stage we understand and agree that you may request specific information from all tenderers in order to assist your assessment. We acknowledge that a failure to provide such information may result in disqualification from the process.

*If the tenderer is unable to agree to any clauses included in the Conditions to the Contract, it must set out in a table form the clause reference, reason why the tenderer cannot accept it and proposed alternative wording.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Tenderers details:** |  | | |
| *Tenderers full name:* |  | | |
| *Contact person (if Company):* |  | | |
| *Postal address:* |  | | |
| *Physical address:* |  | | |
| *Phone number:* |  | | |
| *Email address:* |  | | |
|  | | | |
| *Signature* | |  | *Date* |
| *Full Name* | |  | *Position (if Company)* |

Attachment 3 – Draft Contract

**Sale and Purchase Agreement**

**Date**:

**Seller**:

**Purchaser**:

**Condition**

1. **Agreement**

The Seller agrees to sell and the Purchaser agrees to buy the vehicle(s) detailed in the attached Schedule subject to the terms and conditions of this agreement.

1. **Price and payment**

The total price is $[*amount*] (“Price”).

Full payment is payable on signing this agreement prior to collection of the vehicle(s).

1. **Collection**

The Purchaser is responsible for collecting the vehicle(s) from the location advised by the Seller within 24hours from the date of signing this agreement. Collection is not permitted prior to the payment of the Price.

1. **Transfer of Vehicle(s) to Purchaser**

Title and risk in the vehicle(s) transfers to the Purchaser on payment of the Price.

1. **Quality**

The Seller does not provide any warranties as to the quality, fitness, or description of the Cars.

1. **Damage by Seller**

Where there is damage to or any wear and tear of the vehicle(s) other than usual wear and tear during the period between when the tender closes and signing of this agreement, the Seller will at its option either make good the damage or reduce the Price of the vehicle(s) accordingly.

Signed by the Seller: Signed by the Purchaser:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Schedule**

*[Below identification will be complete for each vehicle purchased]*

Vehicle Item Number:

Type:

Make:

Colour:

Year - Model: