



LIBERIA PROGRAM
16th Street Gardiner Avenue
Seaside, C-140 Building, Sinkor
Monrovia, Liberia
www.crs.org

REQUEST FOR EXPRESSION OF INTEREST (EOI)

Title of the EOI: Vehicle Rental Services (Pickup truck, VIP Sedan, 4x4 Wheel Drive, Minivan, and 22-Seater Bus)

Date of this EOI: 27 April 2023	Closing Date for Receipt of EOI: 8 May 2023
EOI Number: Liberia: CP001/23	
Commodity/Service category: Vehicle Fleet	
Address EOI response by e-mail to the Attention of: CRS Procurement team	
E-mail Address: liberiaprocurement@crs.org Subject: EOI Number: Liberia CP001/23	
<p>CRS Liberia Country Program hereby seeks interested local contractors for the establishment of a Long-Term Agreement (LTA) for Car Rental Services (Pickup truck, VIP Sedan, 4x4 Wheel Drive, Minivan, and 22-Seater Bus) for its program activities. The vehicles are needed as and when required. Interested companies will be invited to the tender by an "Invitation to Bid" (ITB) at a later stage. This tender envisages selection of local contractors who can provide minimum two types of vehicles for Rental Services. Please note that CRS is precluded from entering contract with a firm without a valid business registration and tax clearance certificate.</p> <p>Those interested should write to the above-mentioned e-mail address to submit their "expression of interest" by the deadline of May 8, 2023.</p>	
NOTE	
Additional Information on this advert or request for clarification can be sent to liberiarfq@crs.org	

Details of EOI

All vehicles will be hired for a predetermined period set by CRS. The vehicle rental services will be needed for the 15 Counties of Liberia including towns and villages (not limited to the capital Cities). This requires the ability of the company or companies to provide rental vehicles at a large scale.

Qualifications:

1. The company must have prior experience of handling rental of hard body vehicles (including 4x4) and heavy-duty vehicles (5-20-ton trucks).
2. Must have technical staff of their own for ensuring vehicle maintenance during the rental period.

3. Have qualified drivers with experience of working in the difficult conditions and knowledge of local road conditions.
4. The company must be aware of local security situations and be able to action and implement contingency plans.
5. Own a large fleet of vehicles that can be available at short notice.
6. Company must have or be able to provide a fleet of vehicles in roadworthy condition during the period of the contract.
7. The company must be in the business of vehicle hire/rentals.
8. The vehicles must have current insurance from a credible insurance company.

INFORMATION REQUIRED IN THE RESPONSE

The provision of the pre-qualification information should include all relevant documents that are essentially required for meeting the pre-qualification criteria as well as enable the project management to undertake the evaluation.

Interested companies must submit the following documents:

1. Company Profile - presentation of your company including number of staff.
2. List of contracts (Past & Current) for vehicle rentals done in the last 1 year with name of client/s.
3. Reference list (of previous work) with contact details such as email and telephone number of the focal point.
4. Valid business registration and tax clearance certificate