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ANNEX to RFQ **02/001/KHT/2024**

International Medical Corps (IMC-UK) is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. International Medical Corps has been working in Sudan since 2004, providing health care services in collaboration with MoH. International Medical Corps Sudan would like to invite qualified companies to submit their detailed quotations for vehicle rental to support IMC programs in Omdurman Khartoum state, **Sudan** listed and summarized in the enclosed RFQ document, and in accordance with corresponding descriptions timeline, procedures & conditions.

**The deadline for submission is on the 06th March, 2024, at 5:00 pm (Khartoum Time)**

## Submission Methodology

Bids must be submitted via one of the below-stated options:

1. **Option 1:** In-person to IMC Omdurman Office, located at the address: 12 Alwaha Square 4, near Alwadi Street, Omdurman, Khartoum State, Sudan.

Or

**Option 2:** Via email to IMC secured email address:[**Tender.KRT@InternationalMedicalCorps.Org**](mailto:Tender.KRT@InternationalMedicalCorps.Org) **copying** [aadekoya@InternationalMedicalCorps.org](mailto:aadekoya@InternationalMedicalCorps.org) & [cssekatawa@internationalmedicalcorps.org](mailto:cssekatawa@internationalmedicalcorps.org)

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|  | **Mandatory Documents – Requirements 100% needed** | **Answer Yes/No (Comment)** |
| **1** | **Valid Business Certificate -** Share copies | YES |
| **2** | **Bid validity Period** (use the comment section to confirm how many days of bid validity) considering IMC requires at least 30 days | YES |
| **3** | **Valid Owner Identification** (Passport or National ID of owner/authorized representative) | YES |
| **4** | **IMC Code of Conduct, filled & signed (Annex 1)**  Preferable at the bid submission stage, mandatory at the contract signature stage | YES |
| **5** | **IMC Master Terms & Conditions, filled & signed (Annex 2)** | YES |
| **6** | **IMC Vendor Registration Form (Annex 3) Please indicate the following bank details in the form**  **Account name:**  **Account Number:**  **Bank:**  **Branch:**  **Currency:** | YES |
| **7** | **Filled and signed IMC RFQ** | YES |