

FIJIAN ELECTIONS OFFICE

Provision of Public Service Vehicles 2022 General Elections

Expression of Interest (EOI) (04/2022) Request for EOI

Closing Date: 4.00pm 23 September, 2022

ABOUT FIJIAN ELECTIONS OFFICE

The Fijian Elections Office (FEO), is a statutory organization established under the Electoral Act 2014. The Fijian Elections Office's vision is to be recognized as a professional institution that conducts fair and credible Elections broadly representing the will of the Fijian people.

INTRODUCTION

The Fijian Elections Office wishes to engage the services of reputable individuals/companies according to the respective divisions as their transport services provider during the election day.

The Fijian Elections Office wishes to invite reputable licensed bus companies, minivan & carrier operators or individual business providing transport services, to submit expressions of interest for the provision of public transport services on Election Day.

OBJECTIVE

An accepted proposal should provide the following;

- Company Profile;
- Provide guarantee of safe vehicles;
- Promotes innovation and continuous improvement; and
- Achieve value for money in expenditure of public funds

EOI CONTACT

Upon release of this EOI, all Bidder communications concerning this EOI must be directed to the EOI contact person as listed below;

Ronita Chand
Manager Procurement
Fijian Elections Office
59 -63 High Street, Toorak,
Suva
Email: ronita.chand@feo.org.fj

Please use the **EOI Reference Number and Title in all communications with the EOI contact person.**

Unauthorized communication regarding this request with Fijian Elections Office employees or representative may result in disqualification.

Any oral communications will be considered unofficial and non-bidding on Fijian Elections Office. Bidders should rely only on written statements issued by the EOI contact person. All communications and information to be provided electronically or hard copy.

ENSURING THE SUCCESS OF THE LONG-TERM PARTNERING RELATIONSHIPS

Executive and Management level commitments between tenderer and the FEO need to be in place to provide the framework for a long-term partnership. Partnering principles will be clearly articulated in the contract document and tenderer's alignment with the principles will be an important part of the evaluation process. The partnering principles include:

- Direct executive oversight and involvement;
- Competitive pricing and predictability of on-going costs and expenses;
- Committing empowered executives to support the partnership;
- Ensuring proper alignment of accountability and responsibility for the relationship;
- Committing quality resources to support the partnership; and
- Protecting the FEO's long term investment in the solution.

VENDOR INSTRUCTIONS

Proposal Responses: The FEO must receive responses to this EOI no later than the date specified in the advertisement.

Vendors must submit one (1) original proposal with authorised signatures to the following address:

“EOI 04/2022 – Provision of Public Service Vehicles “

The EOI Board,
Fijian Elections Office.

Expression of Interests should only be emailed to tenders@feo.org.fj or **submit via hardcopy**.

Once the EOI is closed, bidders may be required to provide further information related to the vehicle charter.

EOI Amendments – The FEO reserves the right to request clarification on any proposal or to ask bidders to supply any additional material deemed necessary to assist in the evaluation of the proposal. The FEO also reserves the right to change the EOI schedules or issue amendments to the EOI at any time and also reserves the right to cancel or reissue the EOI.

Rejection of Proposals – The FEO reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interests of the FEO.

Proposal Validity Period - Submission of a proposal will signify the vendor's agreement that its proposal and the contents thereof are valid for 90 days following the submission deadline and will become part of the contract that is negotiated between the FEO and the successful vendor.

Disclaimer – The FEO reserves the right to consult with external experts on any submissions and accompanying documentation.

Non-Obligation – Receipt of submissions in response to this EOI does not obligate the FEO in any way. The right to accept or reject any submission shall be exercised solely by the FEO. The FEO shall retain the right to abandon the EOI process at any time prior to the actual execution of a contract with a successful bidder, and the FEO shall bear no financial or other responsibility in the event of such abandonment.

SCOPE OF REQUIRED SERVICES

1. BACKGROUND

The Fijian Elections Office will be conducting General Elections in 2022 and hereby invites public service companies and proprietors to submit their expression of Interest for the public services. The FEO will hire vehicles in the following categories:

- Omnibus 60 Seater or;
- Omnibus 30 Seater or;
- Minibus or;
- Carrier

2. EVALUATION CRITERIA

The Vehicle specifications has to meet the following criteria in order to be considered;

Omnibus 60/30 Seater

- a. A reliable omnibus that is capable of running on Fiji roads with the following features;
 - LTA approved vehicle with current fitness;
 - Road Safety Kit – Fire extinguisher, First aid kit and etc.;
- b. A vehicle that is well maintained that does not hinder the purpose of travelling;
- c. A vehicle that has the capabilities of carrying passengers.

Carrier

- a. A reliable carrier that is capable of running on Fiji roads with the following features;
 - LTA approved vehicle with current fitness;
 - Road Safety Kit – Fire extinguisher, First aid kit and etc.;
- b. A vehicle that is well maintained that does not hinder the purpose of travelling;
- c. A vehicle that has the capabilities of carrying passengers.

Minibus

- a. A reliable omnibus that is capable of running on Fiji roads with the following features;
 - LTA approved vehicle with current fitness;
- b. A vehicle that is well maintained that does not hinder the purpose of travelling;
- c. A vehicle that has the capabilities of carrying passengers.

3. DRIVER DETAILS/REQUIREMENTS

The vehicle may be required to be accompanied by an authorized driver by the owner of the vehicle or the owner himself and has to meet the following criteria in order to be considered;

- a) The driver to have a full valid driving license for a particular vehicle and a defensive driving certificate that is valid for more than a year.
- b) The driver to abide by the Land Transport and Authority rules and regulation;
- c) The driver to be dressed in a proper attire whilst driving.
- d) The driver to maintain a professional attitude whilst carrying voters and conducting or assisting with electoral work.
- e) The driver to maintain a working cell-phone that is effective for receiving of phone calls from relevant authorities.
- f) The drivers must maintain confidentiality of information/matters that they may get access to.

4. FUEL DETAILS/REQUIREMENTS

The vehicle to be maintained at full tank before reporting to base station to prevent any hindrance from stopping over at service stations for refuel.

5. WORKING HOURS

Each driver should not work more than eight (8) hours per day. If there is a need for the vehicles to be used longer than eight (8) hours, backup drivers should be available. This is to prevent drivers from getting fatigued and also minimizes the probability of getting into an accident.

6. MANADATORY REQUIREMENTS (Refer Appendix I-III)

The documentation requirements;

- a) A covering Letter to explain how you meet the above mentioned criteria;
- b) Bank Statement details (Branch, Account Number)
- c) MPAISA Details
- d) Company TIN letter

7. CONTRACT DOCUMENTS

All successful candidates will have to enter into a contractual agreement offered by the FEO with the terms and conditions stated in this EOI.

8. TAX COMPLIANCE

Payments to service providers shall me made in accordance with the applicable laws available on the official FIRCA website.

APPENDIX I-MANDATORY REQUIREMENTS

1. VEHICLE COMPANY/INDIVIDUAL DETAILS

All companies/individuals must fill in their details as all fields are compulsory. Please note that this detail has to be filled in correctly as same will be used to draft contractual documents and proceed with payments in the event of an award. FEO will hold no liability of whatsoever nature for any information provided in this table which is incorrect.

<u>COMPANY/PERSONAL DETAILS</u>
1. Full Name of Owner/Company:
2. Make of Vehicle & # of vehicles bidding
3. Year Model
4. Mailing Address:
5. Mobile Number:
6. E-mail Address:
7. Tax Identification Number
8. Business Registration Number
9. Division Applying (Central, Eastern, Western, Northern)- Please state
<u>BANK DETAILS</u>
1. Name of Bank :
2. Branch Number:
3. Bank Account Number:
<u>M-PAISA DETAILS</u>
Full Name of M-Paisa Account
Mobile number Registered
Any other details

APPENDIX II - MANDATORY REQUIREMENTS

Price Proposal

To offer price per day (*8 Hours Engagement*) which should include driver's pay and fuel charges and any other costs associated for delivery of this service. Companies to fill in the table below for their proposed area of service with proposed cost per Hub. The FEO will not be liable to make payments of any other costs apart from the rates proposed by the company as per table below:

Note: Please refer to the Summary of Polling Venue Hub route for transportation.

No	Division	Area	Hub	Schedule Time	Total Number of Trips	Number of Bus	Bus Cost	Number of Carrier	Carrier Cost
1	Central	Korovou	Dawasamu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
2	Central	Korovou	Korovou Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
3	Central	Korovou	Nayavu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
4	Central	Korovou	Waidalice Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
5	Central	Vunidawa	Muaniweni Police Post	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day	1			

				12.30pm and 4.00pm.					
6	Central	Vunidawa	Naqali Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
7	Central	Vunidawa	Vunidawa Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
8	Central	Navua	Deuba Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
9	Central	Navua	Navua Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
10	Central	Navua	Wainadoi Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
11	Central	Nausori	Baulevu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
12	Central	Nausori	Nausori Police Station 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
13	Central	Nausori	Nausori Police Station 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			

14	Central	Nausori	Raralevu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
15	Central	Nausori	Wainibokasi Police Post 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
16	Central	Nausori	Wainibokasi Police Post 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
17	Central	Suva - Raiwaga	Central Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
18	Central	Suva - Raiwaga	Muanikau Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
19	Central	Suva - Raiwaga	Vatuwaga Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
20	Central	Suva - Raiwaga	Raiwaga Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
21	Central	Suva - Raiwaga	Central Division Warehouse 5	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
22	Central	Suva - Raiwaga	Caubati Police Post	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day	1			

				12.30pm and 4.00pm.					
23	Central	Suva - Raiwaqa	Nadera Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
24	Central	Suva - Nabua	Cunningham Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
25	Central	Suva - Nabua	Delainavesi Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
26	Central	Suva - Nabua	Lami Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
27	Central	Suva - Nabua	Nabua Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
28	Central	Suva - Nabua	Namadi Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
29	Central	Suva - Nabua	Samabula Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
30	Central	Suva - Nabua	Tamavua Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			

31	Central	Suva - Nasinu	Dokanaisuva Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
32	Central	Suva - Nasinu	Kalabu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
33	Central	Suva - Nasinu	Nasinu Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
34	Central	Suva - Nasinu	Newtown Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
35	Central	Suva - Nasinu	Tuirara Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
36	Central	Suva - Nasinu	Valelevu Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
37	Central	Suva - Nakasi	Nakasi Police Station 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
38	Central	Suva - Nakasi	Nakasi Police Station 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
39	Central	Suva - Nakasi	Nakasi Police Station 3	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day	1			

				12.30pm and 4.00pm.					
40	Central	Suva - Nakasi	Narere Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
41	Central	Suva - Nakasi	Sawani Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
						49		3	
1	Eastern	Levuka	Levuka Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
2	Eastern	Levuka	Levuka Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
3	Eastern	Kadavu	Vunisea police Station Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
						0		3	
1	Northern	Labasa	Labasa FEO Warehouse 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
2	Northern	Labasa	Labasa FEO Warehouse 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
3	Northern	Labasa	Labasa Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day	2			

				12.30pm and 4.00pm.					
4	Northern	Labasa	Labasa Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
5	Northern	Labasa	Delailabasa Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
6	Northern	Labasa	Wainikoro Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		3	
7	Northern	Seaqqa	Seaqqa Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2			
8	Northern	Seaqqa	Seaqqa Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
9	Northern	Seaqqa	Dreketi Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
10	Northern	Nabouwalu	Lekutu Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
11	Northern	Nabouwalu	Nabouwalu FEO Warehouse Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	

12	Northern	Nabouwalu	Daria Government Station Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		2	
13	Northern	Savusavu	Savusavu Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
14	Northern	Savusavu	Savusavu Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	3		1	
15	Northern	Savusavu	Korotasere Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
16	Northern	Savusavu	Saqani Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
17	Northern	Savusavu	Tukavesi Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
18	Northern	Savusavu	Natewa Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	2		1	
19	Northern	Savusavu	Naweni Government Station Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
20	Northern	Taveuni	Taveuni Police Station 1	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day	1			

				12.30pm and 4.00pm.					
21	Northern	Taveuni	Taveuni Police Station 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
						39		17	
1	Western	Rakiraki	Rakiraki Police Station 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
2	Western	Rakiraki	Rakiraki Police Station 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
3	Western	Rakiraki	Nalawa Police station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
4	Western	Ba	Ba Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
5	Western	Ba	Ba Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
6	Western	Ba	Koronubu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
7	Western	Ba	Nukuloa Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			

8	Western	Ba	Raviravi Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
9	Western	Tavua	Lausa Police Post Hub	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
10	Western	Tavua	Tavua Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
11	Western	Tavua	Vatukoula Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
12	Western	Lautoka	Adam Hollanderbird Police Post Hub 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
13	Western	Lautoka	Adam Hollanderbird Police Post Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
14	Western	Lautoka	Lautoka FEO Warehouse	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
15	Western	Lautoka	Tavakubu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
16	Western	Lautoka	Vitogo Police Post	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day			1	

				12.30pm and 4.00pm.					
17	Western	Lomolomo	Lomolomo Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
18	Western	Lomolomo	Namaka Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
19	Western	Lomolomo	Namaka Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
20	Western	Lomolomo	Natabua Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1		1	
21	Western	Lomolomo	Sabeto Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
22	Western	Lomolomo	Vuda Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
23	Western	Nadi	Mulomulo Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
24	Western	Nadi	Nadi Police Station 1	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			

25	Western	Nadi	Nadi Police Station 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
26	Western	Nadi	Nadi Police Station 3	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
27	Western	Nadi	Nawaicoba Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
28	Western	Sigatoka	Cuvu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
29	Western	Sigatoka	Kavangasau Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
30	Western	Sigatoka	Korolevu Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
31	Western	Sigatoka	Korotogo Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
32	Western	Sigatoka	Nawai Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
33	Western	Sigatoka	Sigatoka Police Station Hub 1	7.30am, 8.30am, 9.30am, 10.30am,	6 Trips in a day	1			

				12.30pm and 4.00pm.					
34	Western	Sigatoka	Sigatoka Police Station Hub 2	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
35	Western	Sigatoka	Vatudradra Police Post	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day	1			
36	Western	Keiyasi	Keiyasi Police Station	7.30am, 8.30am, 9.30am, 10.30am, 12.30pm and 4.00pm.	6 Trips in a day			1	
						31		7	
			Total			119		30	

APPENDIX III - MANDATORY REQUIREMENTS

Declaration

Senders are to tick the mandatory documentation checklist only if they have provided the documents. Non-complying with the mandatory documentation shall not be considered any further during evaluation stages.

Division: _____

<u>Mandatory Document</u>	<u>Tick-Compliance / Cross- Non-Compliance</u>
Covering Letter	
Bank Statement details(Branch, Account Number)	
MPAISA Details	
Tin Letter or copy of the joint TIN/FNPF identification card	

COMPANY DETAILS

I, _____ (Full Name) of _____ (Company)

located at(Address)_____

solemnly agree/accept the terms and conditions set out in this document & any route assigned to the above mentioned vehicle in the division stated above. I will deliver services as per proposed rates offered to the FEO.

Signed at _____(Day) on this the _____ (Date) of _____(Month),2022.

Signature: _____