



**Organization for Security and Co-operation in Europe  
Office in Yerevan**

**REQUEST FOR QUOTATION # 18, 2009  
FOR SALE OF VEHICLES**

*O S C E   O f f i c e   i n   Y e r e v a n*



**Organization for Security and Co-operation in Europe**

**Office in Yerevan**

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DATE: 17.08.09

TO: All interested firms/persons

FROM: Olga Jukova, Chief of Fund Administration

PAGES: 11

SUBJECT: Request for Quotation, Sale of Vehicles

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Dear Sir/Madam,

1. The OSCE office in Yerevan, (hereinafter called “the OSCE”) invites you to submit your price quotation for the following vehicles:

**Lot 1: Mitsubishi Pajero GL**

**Lot 2: Nissan Terrano EU**

as specified in Annexes A, B.

2. Vehicles can be viewed under below address during the following times:  
Date 1: 20.08.09 from 9:00 to 13:00  
Date 2: 27.08.09 from 14:00 to 18:00
3. Your quotation shall be submitted in a **sealed envelope** and addressed to:  
  
Ms. Tamara Melkumyan  
Senior HR Assistant  
OSCE Office in Yerevan  
64/1 Sundukyan street
4. Your quotation shall be made in English language and clearly specifies the lot number.
5. The deadline for receipt of quotations is: 02.09.09 at 18:00
6. Your quotation should be submitted as per the following instructions:  
  
(i) Please provide detailed compliance remarks to the requirements as specified in the Schedule of Requirements **(Annex C)**.

(ii) Prices shall be quoted in EURO and as per the Price Schedule (**Annex D**).

(iii) Your quotation shall be valid for a period of 30 days from the deadline for receipt of quotations.

(iv) Your quotation shall bear the reference RFQ Title and shall be marked: **Do not open before 02.08.09**

7. Quotations determined to be substantially responsive to the requirements specified in this RFQ will be evaluated by comparison of their prices. The sales contract will be awarded to the bidder offering the highest evaluated price.

8. The OSCE reserves the right to accept or reject any quotation, and to annul, in whole or in part, or to suspend the process and reject all quotations at any time prior to the award, without thereby incurring any liability to the affected firm or firms or any obligation to inform the affected firm or firms of the reasons for the OSCE's action.

9. Nothing in or relating to this RFQ shall be deemed a waiver, expressed or implied, of any of the privileges and immunities of the OSCE.

10. Please note that the OSCE will not notify the unsuccessful bidders.

Sincerely yours,  
Olga Jukova,  
Chief of Fund Administration,  
Fund administration Unit.

Annex A: "Vehicle Inspection Form"

Annex B: "Technical Specifications of the Vehicles for Sale"

Annex C: "Schedule of Requirements"

Annex D: "Price Schedule"