



## EXPRESSION OF INTEREST (EOI)

### 8 TOYOTA HIGHLANDER XLE 2024 OR EQUIVALENT

DAI GLOBAL LLC, (DAI) is issuing this Expression of Interest (EOI) for the work under the Sustainable Forest Management Component- the Vietnam Sustainable Forest Management and Biodiversity Conservation Project (VFBC).

The work will include:

- ❖ Supply and deliver 08 imported brand new Toyota Highlander XLE 2024 or equivalent to delivery places requested by DAI (Hanoi and Provinces).
- ❖ Work with relevant local authorities such as the Ministry of Agriculture and Rural Development (MARD), Central Project Management Unit under MARD, the Ministry of Finance and other bodies to obtain the duty waiver
- ❖ Provide full services of transportation and insurance for the vehicles.
- ❖ Provide full services of obtaining duties/ taxes exemption for the vehicles as imported commodities under non-refundable ODA project in Vietnam.
- ❖ Support the project in registration procedures and warranty service provided by Manufacturer Toyota Motor Vietnam

This document presents the requirements that interested vendors must provide to be invited to submit, in the next 3 months , their detailed quotations or technical/cost proposals for procurement opportunities anticipated by DAI. Pre-qualified vendors may be invited to respond to a solicitation, and/or multiple solicitations.

Vendors must be licensed and legally organized businesses, organizations, or firms. Individual consultants will not be considered for this EOI.

The purpose of this Expression of Interest (EOI) is to identify qualified specialized vendors who have professional experience supplying imported vehicles and providing support service for application of taxes/ duties exemption for imported commodities under ODA funded project. Vendors may also submit recommendations for DAI's consideration based on the requirements provided in the attachment.

We are looking for vendors who have

- i. Strong capacity and deep experience in providing imported vehicles and tax/ duty exemption services for the ODA funded projects in Vietnam
- ii. Sufficient financial capacity to conduct the post-paid contract.
- iii. Good experiences with Toyota manufacturers in the US or other regions to ensure the availabilities of the Toyota Highlander XLE 2024 or equivalent vehicles.
- iv. Familiar with registration procedures for the imported vehicle.
- v. Be able to provide professional maintenance service for the vehicle in 2 years

## **RESPONSE SUBMISSION DEADLINE AND COMMUNICATION PROTOCOL**

The deadline for responding to this EOI is by 17:00 Hanoi time, August 30<sup>th</sup> 2024 . Responses received after the deadline will not be reviewed and will be disqualified by DAI, subject to the discretion of the project’s management. Responses may be emailed to [proposalsvietnamsfm@dai.com](mailto:proposalsvietnamsfm@dai.com) or delivered in a sealed envelope to project at Room CP2.18.04, Capital Place Building, No. 29 Lieu Giai Street, Ngoc Khanh Ward, Ba Dinh District, Hanoi, Vietnam. Please address the subject of the email, or on the sealed envelope “Expression of Interest – **08 imported brand-new Toyota Highlander XLE 2024 or equivalent** ”

DAI will only respond to written questions regarding this EOI through the email address: [proposalsvietnamsfm@dai.com](mailto:proposalsvietnamsfm@dai.com) and any questions must be submitted by 12:00 noon, August 23<sup>rd</sup> 2024.

All information provided by vendors in response to this EOI will be treated confidentially. DAI will not use the information in any other context or setting and we will not reveal details to other parties. **This EOI is NOT a commitment by DAI to issue any solicitation or ultimately an award on the basis of this ROI, or to pay for any information submitted as a result of this request.**

## **SCOPE OF WORK**

### **I. Project Background**

USAID's Sustainable Forest Management Component (VFBC Project) works with the Government of Vietnam (GVN) to reduce vehiclebon emissions associated with deforestation, natural forest degradation, and poor plantation management. The Sustainable Forest Management component will adopt a "Green Prosperity" approach to strengthen the capacity of local communities to protect and develop forest resources, reduce greenhouse gas emissions, and lay the foundation for sustainable livelihood activities and economic growth. Promoting the participation of the private sector and improving the forest resource management capacity of communities and authorities at all levels is central to the activities of this Component.

The Sustainable Forest Management component operates in 7 provinces (Lao Cai, Son La, Hoa Binh, Thanh Hoa, Nghe An, Quang Tri, Quang Nam) and focuses on 5 goals:

- Improve and expand community forest management models.
- Promote conservation-friendly businesses in forest-dependent communities.
- Strengthening the law enforcement system for violations in the forestry sector.
- Improvement of productive forest management practices.
- Mobilize domestic resources for forest management and protection.

The Sustainable Forest Management component is implemented in the period of 2020-2025 by DAI with the Ministry of Agriculture and Rural Development (MARD) as a partner and the Forest Projects Management Board (MBFP) as the project owner.

### **II. General specification requirements**

1. Product name: Toyota Highlander XLE 2024 or equivalent

2. Quantity: 8 pieces
3. Specifications
  - Vehicles manufactured in the USA are preferred. Bidders can propose vehicles manufactured in other countries for the project’s consideration.
  - 100% brand new;
  - Sports Utility Vehicle (SUV) with seven seats to maximize the number of passengers;
  - Four-Wheel Drive to operate in areas with difficult road conditions;
  - Gasoline engine—2.4-liter 4-cylinder
  - Automatic Transmission to align with the preference and experience of the partners who will be using these vehicles;
  - Airconditioning, given the tropical climate in Vietnam, where temperatures are above 80 degrees Fahrenheit for majority of the year;
  - Gasoline for available fuel supply in remote areas where the vehicles will operate; and
  - Eligible for import to Vietnam
  - Warranty and after sale service under the standards of the Manufacturer Toyota Motor Vietnam’s dealer network across the country. Warranty repair for a period of 3 years or 100,000km whichever comes first after the delivery of vehicles
  - Detail specifications can be found at [2024 Toyota Highlander Features and Specs | Toyota.com](https://www.toyota.com/2024/Toyota-Highlander-Features-and-Specs)
4. Delivery place: as in below table

#	Delivery Place	Address	Quantity
1	VFBC CPMU	16 Thuy Khue, Tay Ho District, Hanoi	1
2	VNFF	10 Nguyen Cong Hoan, Dong Da District, Hanoi	1
3	VFBC Hoa Binh PPMU	No. 443 Hoa Binh Street, Phuong Lam Ward, Hoa Binh City, Hoa Binh Province	1
4	VFBC Son La PPMU	No. 182 Nguyen Luong Bang Street, Son La City, Son La Province	1
5	VFBC Lao Cai PPMU	Group 9, Nam Cuong Ward, Lao Cai City, Lao Cai Province	1
6	VFBC Nghe An PPMU	No. 26 Le Hong Phong Street, Ba Dinh Ward, Vinh City, Nghe An Province	1
7	VFBC Quang Nam PPMU	No. 119 Hung Vuong Street, Tam Ky City, Quang Nam Province	1
8	VFBC Thanh Hoa PPMU	No. 23 Phan Boi Chau Street, Ba Dinh Ward, Thanh Hoa City, Thanh Hoa Province	1

	<b>TOTAL</b>		<b>8</b>
--	--------------	--	----------

### **Obligations**

DAI will not reimburse respondents for the costs incurred with preparing a response, nor does issuance of this EOI obligate DAI to award a subcontract or purchase order. If a Vendor is found to have made false or misleading claims or statements, obtains confidential information, or receives improper assistance, DAI reserves the right to reject an EOI submitted by or on behalf of a vendor.

### **CLARIFICATION OF SUBMISSIONS**

DAI may require a respondent to submit additional information in order to better judge a response.

### **FACTORS FOR CONSIDERATION**

Responders are expected to write an explanation about how they can address each of these areas of interest by DAI, which will be used as a way to determine if Vendors shall be pre-qualified.

- Eligible business license
- At least 5 years' experience in supplying imported vehicles to required destinations in Vietnam
- Experience providing importation service and tax exemptions for imported vehicles under ODA projects successfully
- Have strong financial resources to perform the work (through similar contracts in nature and value or financial reports)
- Can provide the requested vehicles and all services as listed above

### **RESPONSE FORMAT**

Vendors must complete their responses, in English, following the specifications outlined below. The response format consists of four sections:

#### ***Section 1: Vendor Information***

<b>Section Number</b>	<b>Description</b>
1.0	Cover Letter
1.1	Vendor Information: Company Name, Address and Phone Number, Form of Incorporation (corporation, partnership, NGO, etc.), Number of Years in Business, Number of Employees (full and part-time), Name of Managing Director, History of organization.

#### ***Section 2: Factors for Consideration***

	Responses to the following factors of consideration should be enclosed in one short proposal, including:
2.0	Business license
2..1	A brief company profile introducing the business area, key clients, distribution network and other information to prove the company's capacity and experience in supplying vehicles in general and Toyota Highlander in particular.
2.2.	List of contracts implemented by vendors in supplying vehicles, in which provide information of contract date, name of vehicle, the quantity of vehicle provided, total contract amount, client name, funding source, tax exemption service if any
2.3.	Detailed specifications of the offered vehicle, warranty policy and Vendor's official Vehicle Warranty Locations

2.4	Quotation for vehicles as per attachment A- Quotation template
2.5	Vendor may propose other options of vehicles that most fit our requirements in case our required vehicles are not available in the market

***Section 3 Client Reference:***

3.0	- At least 3 Client Names, addresses, Point of Contact Name, Telephone number, email who procured vehicles Or -Delivery minutes and vehicle contract liquidation
-----	--

***Section 4 Recommendations or Comments on Scope of Work Above:***

4.0	Based on the above requirements, please provide any recommendations or comments that DAI should consider when developing the final solicitation for the procurement of 08 vehicles. Any suggested comments must be limited to one-page only.
-----	--

## NOTIFICATION PROCESS

Upon receipt and review of proposals, DAI will notify successful vendors, if any, who have been selected for pre-qualification.