

REQUEST FOR QUOTATION

Leading in
disability inclusive
development



**CBM COUNTRY COORDINATION OFFICE:
13 Okemesi Crescent, Off Twon Brass
Street, Garki 2,
Abuja, Nigeria**

Date: 01\09\2026

PRF No: NG - 0592-2026 -CBM

SUPPLIER NAME/ADDRESS/PHONE NUMBER:

CBM CONTACT :

E-mail: elizabeth.anyebe@cbm.org

Dear Sir/Madam.

CBM is seeking qualified suppliers to provide a price quote for Car Hire as seen in the table below. Please refer to the **Term and Conditions** (Page 3) in preparing your quotation and kindly ensure that your quotation reaches CBM on or before **10am, Thursday 3rd September 2026**.

S/N	Description	Quantity	Unit Price	Total Price	Remarks
	Vehicle Hire (Sienna) for Fieldwork for 3 Days 8th to 10th Sept, 2026 8th-August- Selected Communities in Ibadan North East LGA (Full day) 9th-August- Selected Communities in Ibadan North East LGA (Full day) 10th August – Selected Communities in Ibadan North East LGA (full day)	4 vehicles per day			

Thank you, 
Administration department

TERMS AND CONDITIONS OF QUOTATION

Delivery Terms	Must be in good condition
Delivery Place	Oyo state
Payment Terms	100% Payment after Service Delivery.
Validity of Quotation	1 months
Additional Terms & Conditions : 1. The detailed financial quote should be in Naira. 2. The quotation should state clearly the validity period of quote (minimum 3 months), payment term and availability of product. 3. Applicable 10% Withholding Tax will be deducted from price quotes and remitted to appropriate statutory bodies.	
Quotations submission requirements: The quotation shall contain the following documents: • Copies of Company legal identity (CAC Certificate & Form C07, Tax clearance certificate, Status report, other relevant legal documents and license of dealership if applicable). • Submission of Copies of FIRS Updated TAX IDENTIFICATION NUMBER (TIN) • Detailed description of the quoted items (with pictures where possible)	
Mode of Submission of quotation: • The Quotation MUST reach the CBM office on or before 10am, Thursday 3rd September 2026 to qualify for this Bid Request. • Quotes must be submitted in electronic to CBM via elizabeth.anyebe@cbm.org; iliya.yakubu@cbm.org; princely.esegbue@cbm.org; • The quotation should be on company letterhead duly signed and stamped by an authorized person of the company (or appropriate Proforma Invoice signed and stamped by authorized persons). <u>Incomplete Quotations Shall Not Be Examined</u>	
Evaluation criteria: Quotations will be evaluated based on their responsiveness to the specifications, financial quote, validity of quote, after sale service, agreement to CBM payment terms & delivery time. <i>CBM reserves the right to reject any or all bids not considered to be in the best interest of the organisation and/or the people it serves.</i>	