

PEACE CORPS
Request for Quotation (RFQ) for Residential Lease

REF: RFQ_Lease_TCN Housing

Date: May 6, 2019

Peace Corps intends to offer a lease contract for a:

Residential lease with the following requirement including:

- Building in a good condition with at least 2 bedrooms, minimum 2 bathrooms, living room, dining room, kitchen, laundry area, outdoor space.
- Located in secure neighborhood in Dili.
- Has secure parking space for minimum of one vehicles in the compound.
- Preference given to fully furnished property with standard security features and requirement

Areas for consideration: Units in Dili either unfurnished or semi-furnished.

Prices should be in US dollars and rates are VAT exempted. Peace Corps does not provide or pay any broker's fee.

Interested vendors should submit a quote for residential lease as described in this RFQ.

Quotes are due by the following address by Close of Business on **May 24, 2019**.

Any questions regarding the RFQ may be addressed to the contact person mentioned below. Offers received after the closing date will not be accepted. If you need additional time for submission, please inform the contact person as well.

Name: Erika Franz
Address: Peace Corps Timor-Leste
Rua Nu'u Laran, Bairro do Grilhos
Dili, Timor-Leste.

Email: efranz@peacecorps.gov

A. Period of Lease

Estimated to begin in September 2019 planned for a one base year lease with 4 year option renewals.

B. Residential Lease Specifications

PLEASE USE THIS TABLE IN EACH RESIDENCE YOU WILL OFFER
(You can provide multiple list of properties)

Name of landlord	
Building name or village name	
Street address and location	
Rental cost per month including association dues (specify if unfurnished or semi-furnished)	
No. of square meter (gross)	
Security in the residence	

How many rooms are available?	
Are there any furnishings/appliances included in the rental?	
Will the landlord be open in residential-security construction/upgrade as required?	
Other Comments (please provide other detailed information which was not mentioned in this form)	

C. Acceptance Criteria

- *All deliverables were met in accordance with the defined schedules and with the terms and conditions of the contract.*
- *Change on price, schedule or any other terms of the contract should always be supported with a written modification signed by both parties.*

D. Contract Terms and Conditions

(Please refer to the attached Contract Template)

E. Peace Corps Payment Schedule and Terms

(Please refer to the attached Contract Template)

F. Evaluation Factors:

Award will be made after consideration of the following factors as marked below:

- Price
- Physical condition and maintenance
- Availability
- Payment Terms
- Warranties
- Past Performance/Reference Checks
- Other: Secure neighborhood

Award may be made to other than the low priced quote. The award will be made to the total quote that offers the best value in accordance with the above evaluation factors.

G. Instructions to Vendors:

- a. Please read RFQ in its entirety including factors that will be considered in making award in Section F.
- b. Return completed RFQ by due date. . If you need additional time for submission, please inform the contact person via email.

H. Other Terms/Items Offered at No Additional Cost:

SUPPLIER AUTHORIZED REPRESENTATIVE

Name: _____ Position/Title: _____
 Address: _____
 Signature: _____ Date: _____
 Phone: _____ Email: _____