



National Rural Support Programme

National Rural Support Programme

IRM Complex, 7, Sunrise Avenue, Park Road, Chak Shehzad,
Near COMSATS University, Islamabad. Ph: +92-51-8746170-3

Date: January 22, 2025

Tender Documents
For
Private Vehicles Comprehensive Insurance
For NRSP Vehicles Fleet

Tender No. RQ-1973

Bidder's Signature and Stamp

NEWSPAPER ADVERTISEMENT

NRSP	<h1>TENDER NOTICE</h1>
National Rural Support Programme	
<p>National Rural Support Programme (NRSP) invites sealed bids for the private vehicles comprehensive Insurance for NRSP vehicle fleet from the registered insurance companies having past experience of providing similar insurance cover.</p>	
<p>Details and terms & conditions are available in the tender documents that can be downloaded free of cost from NRSP website https://nrsp.org.pk/tenders/.</p>	
<p>Last date for submission of sealed bids is February 04, 2025 till 3:00pm to the undersigned office at Islamabad. NRSP reserve the right to accept or reject any/all proposals without any reason thereof or funding constrains.</p>	
<p>In-charge Procurement, National Rural Support Programme,IRM Complex, #7 Sunrise Avenue, Park Road, Chakshahzad, Near COMSATS University, Islamabad, Ph: 051-8746170-3, procurement@nrsp.org.pk</p>	

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<i>Bid Details</i>		
1.	Date of availability of tender documents on NRSP website	January 22, 2025
2.	Last date for sending queries/question or clarifications	January 25, 2025
3.	Last date for reply of queries/question or clarifications by NRSP and pre bid meeting	January 28, 2025
4.	Last date, time and address for receipt of Tender Documents/bids (in hard copies)	February 04, 2025 By 3:00 p.m.(PST) National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
5.	Date and Time of Opening of Tenders/Bids (Technical bids)	February 04, 2025 by 3:30p.m.(PST)
6.	Place of opening	National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
7.	Address for communication and correspondence	As above
8.	Contact for Queries/ Communications	Interested companies are requested to send their queries on the following email: procurement@nrsp.org.pk . The email query should clearly mentioned the following details, so that in case of any clarification, the same maybe issued to them: <ul style="list-style-type: none"> Name of Company, Contact person, Mailing address, Telephone No. Email address, Mobile No. etc

Note: Technical Bids will be opened in presence of the companies' representative who choose to attend the events.

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1. Introduction

Established in 1991, NRSP is the largest Rural Support Programme in the country in terms of outreach, staff and development activities. It is a not for profit organization registered under Section 42 of Companies Ordinance 1984.

NRSP's mandate is to alleviate poverty by harnessing people's potential and undertake development activities in Pakistan. It has a presence in 56 Districts in all the four Provinces including Azad Jammu and Kashmir through Regional Offices and Field Offices. NRSP is currently working with more than half a million poor households organized into a network of more than 115,076 Community Organizations. With sustained incremental growth, it is emerging as Pakistan's leading engine for poverty reduction and rural development.

2. Background

NRSP has a fleet of vehicles which included cars and light vehicles. The total number is around 200 in all over Pakistan. NRSP intends to get the services of Insurance Company having previous experience of handling the private vehicles comprehensive insurance of this size of fleet having network of affiliated workshop across Pakistan especially in the areas of NRSP operation.

3. Insurance details

Risks to be covered.

Below are the minimum risks to be covered.

I. Loss or Damage

- a) Accidental external means
- b) Fire, external explosion, self-ignition lighting or frost
- c) Burglary, house/office-breaking, theft or snatching
- d) Malicious act
- e) Riot, strike
- f) Flood, hail, wind, hurricane, cyclone, tornado or typhoon
- g) Terrorism, bomb blast,
- h) Earthquake, volcanic, eruption or other convulsion or nature and
- i) Whilst in transit by air, road, rail, inland waterway, lift or elevator

II. Liability to Third Parties

- a) Death of or bodily injury to any person
- b) Damage to property and/or motor vehicle

III. Fleet to be insured.

The tentative list of fleet to be covered is attached as **Annex "A"**. List is subject to change as per NRSP policy.

4. Submission of Bids

- a) All the Bids shall be furnished on **Single Stage two Envelope Procedure**
- b) One Technical bid complete in all respect in one envelope marked as technical bid and Separate Financial bid with complete details in second envelope marked as financial bid should be submitted in further one outer sealed envelope sealed, clearly marked as "Bid for Private Vehicles Comprehensive Insurance".

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- c) Company profile including staff details.
- d) Prices should be inclusive of all applicable taxes, services etc.
- e) Prices quoted will be firm for the entire period of Contract. All prices to be quoted in Pak Rupees, and must clearly state all applicable taxes/services which must be included in quoted price.
- f) Bid Security @2% of the total deliverable in the shape of Call deposit/Pay Order/Demand Draft/cashier cheque in the name of NRSP.
- g) The bidders should take care in submitting the bid and ensure that enclosed papers will be properly numbered and submitted in a file in proper manner.
- h) The bids to this tender must be submitted latest by February 04, 2025 till 3:00pm. Electronic proposals will not be entertained. Any proposals delivered after due date and time will be considered non-responsive and disqualified from further consideration. The Bids should be addressed to:

Tender for vehicle insurance RQ-1973
Procurement Department
National Rural Support Programme,
#7 Sunrise Avenue, Near COMSATS University,
Park Road, Chak Shahzad, Islamabad.
Tel:+92(51) 8746170-173
- i) The bids will remain valid for a period of 60 days from the closing date of the bid. Any bid falling short of the validity period is liable for rejection.
- j) No bid can be withdrawn by the bidder subsequent to the closing date and time for submission of bids.
- k) Bidder are requested to disclose if they have sort or nature of Conflict of Interest.
- l) NRSP will form the contract/agreement with successful bidder on approved rate for the period of one year and may extend the agreement with mutual consultation of both parties.

5. Eligibility & Evaluation Criteria

The main criteria for applying to the tender is as follows.

A	Eligibility	Key	MoV (means of Verification)
1	Registered with Companies Ordinance & Licensed as Insurance Company by SECP	If available eligible if not would be ineligible.)	Copy of valid certificate from SECP or registrar of firms.
2	NTN and GST/PST certificates,	If available, eligible and if not any of these would be ineligible)	Copy of NTN, GST/PST certificates
3	Experience with NGO/ INGO / Microfinance Institutions / Microfinance Banks	If available, eligible and if not would be ineligible)	Copies of work orders, contacts/agreements, polices to be shared with technical bid

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4	Rating of Company as per PACRA		At least "A" rating	Current certificate of PACRA rating.
5	Experience with NGO/ INGO / Microfinance Institutions / Microfinance Banks		If available eligible if not would be ineligible.)	Copies of work orders, contacts/agreements, polices to be shared with technical bid
B Technical (70 Marks)				
1	Experience with NGO/ INGO / Microfinance Institutions / Microfinance Banks	10	01 mark for each year, maximum 10 marks	Copies of work orders, contacts/agreements, polices to be shared with technical bid
2	Rating of Company as per PACRA	10	AAA (full Marks), AA+, AA, AA-(9,8,7 Marks), A+,A, (6,5 Marks),	Current certificate of PACRA rating.
3	No of Corporate Clients for motor vehicle business (Active Clients to whom contract/polices are continuing for the at least 3 years)	15	Upto 10 Client=05, 11-30 client=10, 31 and above full marks	Copies of work orders, contacts/agreements/policies to be shared with technical bid with contact details for top 10 clients.
4	Evidence of experience in the similar nature Private vehicles comprehensive insurance projects/contracts/clients (covering fleet of more than 200 vehicles)	10	More than 5 projects 10 marks 3 to 5 projects 5 marks 1 to 2 projects 2 marks No project 0 marks & ineligible	Copies of work orders, policies, certificates from clients, contacts/agreements to be shared with technical bid
5	Number of vehicles insured (Per Year, average of last three years)	5	More than 200,000= 5 marks 200,000 to 100,000= 3 marks Less than 100,000= 1 mark (provide complete details for the last three years as evidence)	Need to provide the undertaking with data of last three years on letterhead.
6	24/7 Call Centre/ Helpline to respond, serve/ support	5	If available then full Marks	Need details of call centers, with valid UAN, Phone number, email, SMS,

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7	Panel workshops (Nationwide)	5	More than 200 workshops 5 marks 100 to 200 workshops 3 marks Less than 100 workshops 1 mark	Complete and updated No. of panel workshops Nationwide list of panel workshops to be shared with technical bid.
8	Availability of panel workshops in the NRSP work area which is: Nowshera – KP, Islamabad, Rawalpindi, AJK, Sargodha, Lahore, Rahimyar Khan, DG Khan, Bahawalpur, Hyderabad, Turbat,	10	All cities 10 marks In upto 5 cities 5 marks Less than 5 cities 2 mark	Complete and updated No. of panel workshops for the NRSP working area to be shared separately with technical bid.
Total		70		
C	Financial Evaluation (30 Marks)			
1	Lowest Financial Offer	30		
Total Score		100		

Bidder scoring the highest marks will be shortlisted for award.

6. Deliverables

Insurance cover against mentioned details in section 3 for Private Vehicles.

7. Bid Security

All bidders shall furnish Bid Security Deposit equivalent to **2% of the total Cost of Deliverables** in the form of Call deposit/Pay Order/Demand Draft/cashier cheque in favor of NRSP. Cheque will not be accepted in any case. After selection of successful bidder, NRSP will return/release the bid security to the unsuccessful bidders.

NRSP will forfeit the bid security in following cases.

- If bidders withdraw its bid during opening time or during the evaluation of tender.
- If successful bidder withdraw its bid prior to the contract/agreement or refuse to sign the contract/agreement.

8. Specific Terms & Conditions

- NRSP reserves the right to increase or decrease the quantity, if required and right to reject any or all bids without assigning any reason or cancel the process at any time without shortlisting any company or signing the contract.
- An effort by a bidder to influence NRSP, directly or indirectly THROUGH UNFAIR MEANS may result in the black listing for any future tender of NRSP.
- List of vehicles to be insured/covered would be provided on monthly basis to insurance company for coverage and payment of premium or as and when required.
- A Contract/agreement will be signed with successful bidder initially for one year with an option to renew the same for next year(s) for timely provision of appropriate services

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and method of payment. Failure to meet the conditions of the contract/agreement will result in cancellation of the contract/agreement at the risk and cost of the bidder.

- e) Tender publication does not constitute any commitment on part of NRSP unless a written contract/agreement is signed by both parties.
- f) Exact quantities may vary slightly from estimated numbers where applicable.
- g) NRSP may inspect the Service delivery for shortlisted bidder prior to finalization (settlement of claims and duration of settlement of 2 years along with proof),

9. General Terms & Conditions

- a) The NRSP does not bind itself to accept the lowest or any bid and reserves the right to reject any or all bids at any point of time prior to the issuance award notification or signing of contract/agreement without assigning any reasons whatsoever.
- b) Good track-record and references from previous clients including documentary evidence in shape of agreements/contract with other national/international organizations for last five years for similar nature of work.
- c) NRSP reserves the right to initiate re-tendering without providing any reason whatsoever. NRSP shall not incur any liability on account of such rejection.
- d) NRSP reserves the right to modify any terms, conditions, quantity or specifications for submission of offer and to obtain revised Bids from the bidders due to such changes, if any.
- e) Supplier code of conduct is attached for required compliance as **Annex B**.
- f) Canvassing of any kind will be a disqualification and the NRSP may decide to cancel the bidder from its empanelment.

10. Submission of Bid and required Documents

- a) The bid should be completed in all aspects and incomplete bid (s) will be rejected.
- b) Any Bid, submitted with incorrect / false information will be rejected. Further, if any bidder is found to have submitted incorrect / false information at any time, he may be debarred from participation in the future tendering processes.
- c) Bidders must provide the below mentioned documents as minimum with the **Technical bid**.
 - i. Covering letter.
 - ii. Signed & Stamped bidding documents
 - iii. Technical bid in detail and complying with terms and conditions as per format provided as **Annex - D**
 - iv. Company Profile with details, copy of registration certificate, copy of NTN and GST/PST certificate, details of experience with NGO/INGO/ MFIs/MFBs with period (pls attach contracts/MOUs/policies as documentary evidence), update and current PACRA rating, number of corporate clients for motor vehicles business (attach certificate from clients), details of similar projects (pls attach copies of contracts/policies or certificate from clients as documentary evidence), detailed of vehicles insured for the last three years (pls attach complete date of lives severed for the last three years on letter head) , Audit report for the last 2 years, details of 24/7 Call Centre/ Helpline to respond, experience of working with panel workshops (provide the list of current panel workshops nationwide), list of panel workshops for NRSP work area, Declaration of eligibility as per **Annex C**, any other document which can be helpful in technical evaluation etc.
(No financial would be attached with the technical bid)
- d) Bidders must provide the below mentioned documents as minimum with the **Financial**

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bid.

- i. Financial bid in detail and complying with terms and conditions as pre format provided as **Annex-E**.
 - ii. Bid Security as per clause 7 with financial bid.
 - iii. Any other document which can be helpful in the financial evaluation.
- e) Once the bid is submitted in sealed cover by the bidder, the NRSP will not accept any addition / alterations / deletions of the Bid. However, the NRSP reserves the right to seek clarification or call for supporting documents from any of the bidders, for which the concerned bidder will submit the documentary evidence(s) as required by the NRSP.
 - f) NRSP will scrutinize the bids to determine whether it is completed or errors made in the offer and the documents have been properly signed. Bids with incorrect information or not supported by documentary evidence, would be rejected. However, the NRSP, at its sole discretion, may waive any minor non-conformity or any minor irregularity in an offer. NRSP reserves the right for such waivers and this shall be binding on all bidders.
 - g) For proper scrutiny, evaluation and comparison of bids, NRSP may, at its discretion, ask some or all bidders providers for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

11. Bid Currency & Language

All prices shall be expressed in Pakistani Rupees only and the language is English.

12. Cost of Bidding

The bidder shall bear all the costs associated with the preparation and submission of bid.

13. Bidding Document

- a) The bidder is expected to examine all instructions, forms, Terms and Conditions in the Bidding Document.
- b) Bidder should not add, omit, or change any item, term or condition in the original paper.
- c) If the bidder has any additional terms & conditions this shall be stipulated in a separate letter accompanying the bid.
- d) Bidder are requires to attached this bidding documents duly signed and stamped of company with bid/proposal.

14. Deadline for Submission of Bids

- a) Bids must be received by NRSP at the address specified in the bid document not later than the specified date and time as mentioned in the bid document. In the event of the specified date of submission of bids being declared a holiday for NRSP, the bids will be received up to the appointed time on next working day.
- b) NRSP may, at its discretion, extend this deadline for submission of bids by amending the bid documents.

15. Confidentiality Statement

All data and information received from NRSP for the purpose of this tender is to be treated confidentially and is to be used ONLY in connection with the execution of this tender. All intellectual property rights arising from the execution of this tender are assigned to NRSP. The contents of written materials obtained and used in this tender may not be disclosed to any third parties without the

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expressed advance written authorization of NRSP. NRSP may then disclose the draft, final report and/or any related information to any person and for any purpose they may deem appropriate.

16. Rejection of the Bid

The Bid is liable to be **rejected** if:

- a) The document doesn't bear signature of authorized person.
- b) It is received through E-mail or Whatsapp etc.
- c) If the bid is submitted without the bid security deposit or less bid security.
- d) It is received after expiry of the due date and time stipulated for bid submission.
- e) Incomplete bids, including non-submission or non-furnishing of requisite documents / Conditional Bids / Bids not conforming to the terms and conditions stipulated in this tender document are liable for rejection by the NRSP.

17. Modifications and Withdrawal of Bids

- a) No bid will be modified after the deadline for submission of bids. Bids once submitted will be treated, as final and no further correspondence will be entertained on this.
- b) No bidder shall be allowed to withdraw the bid, if the bidder happens to be a successful bidder.

18. Bid Opening and Evaluation

- a) The NRSP will open the bids, in the presence of Bidders and their representative(s) if any, authorized by the bidder to attend, at the time, date mentioned in Bid document and at the address mentioned at bidding details.
- b) The bidder's representatives who are present shall sign the sheet evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for NRSP, the bids shall be opened at the appointed time and place on next working days.
- c) Bidders satisfying the technical requirements as determined by the NRSP and accepting the Terms and Conditions of this document shall be short-listed.
- d) Decision of the NRSP in this regard shall be final and binding for the bidders.
- e) The contract/agreement will be awarded only to the successful responsive bidder.
- f) NRSP reserves the right to negotiate with first, second, third bidder etc. if offer is above the available budget or successful bidder is not able to provide the services or.

19. NRSP's Right to Accept or Reject Any bids or all bids

NRSP reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the ground for NRSP's action.

20. Governing Laws and Disputes

All disputes or differences whatsoever arising between the parties out of or in relation to the meaning and operation or effect of these Tender Documents or breach thereof shall be settled amicably. If however the parties are not able to solve them amicably, the same shall be settled by arbitration in accordance with the applicable Pakistani Laws, and the award made in pursuance thereof shall be binding on the parties. The Arbitrator/Arbitrators shall give a reasoned award.

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21. Authorized Signatory

The bidder should indicate the **authorized officials from their organization** who is focal person for this tender, can discuss, correspond, sign agreements / contracts, raise invoice and accept payments and also to correspond. The bidders should **furnish proof of signature of the authorized personnel** for above purposes *as* required by the NRSP.

22. Appeals

Bidders believing that they have been harmed by an error or irregularity during the award process may file a complaint to NRSP at complaints@nrsp.org.pk.

Annex- A

Vehicle Detail

S.No	Office Name/ Location	Make/Description	Registration No.	Type of Vehicle	Engine C.C/HP	Model	Market Value
1	ISD	TOYOTA VIGO/PICKUP	LA-734	pickup	2900	2006	5,500,000
2	ISD	TOYOTA HIACE	JW-532	van	2500	2006	6,000,000
3	ISD	TOYOTA PRADO	NB-524	jeep	2980	2008	6,500,000
4	ISD	TOYOTA HIACE	NY-508	van	3000	2009	6,500,000
5	ISD	TOYOTA HIACE	NY-506	van	3000	2009	6,500,000
6	ISD	TOYOTA HIACE	NY-297	van	3000	2009	6,000,000
7	ISD	TOYOTA COROLLA XLI/GLI	BX-189	saloon car	1300	2014	3,000,000
8	ISD	TOYOTA COROLLA XLI/GLI	BX-188	saloon car	1300	2014	3,000,000
9	ISD	TOYOTA COROLLA XLI/GLI	FY-753	saloon car	1300	2015	3,500,000
10	ISD	HONDA CIVIC	FA-390	saloon car	1800	2015	4,500,000
11	ISD	TOYOTA COROLLA XLI/GLI	FY-751	saloon car	1300	2015	3,500,000
12	ISD	TOYOTA COROLLA XLI/GLI	AED-703	saloon car	1300	2017	3,500,000
13	ISD	TOYOTA COROLLA XLI/GLI	ALX-534	saloon car	1300	2018	4,500,000
14	ISD	SUZUKI CULTUS	ALH-669	Hatchback car	1000	2018	3,500,000
15	ISD	TOYOTA COROLLA XLI/GLI	ALE-310	saloon car	1300	2018	4,500,000
16	ISD	TOYOTA COROLLA XLI/GLI	ALG-891	saloon car	1300	2018	4,500,000
17	ISD	TOYOTA COROLLA XLI/GLI	ALE-314	saloon car	1300	2018	4,500,000
18	ISD	TOYOTA COROLLA XLI/GLI	AJF-533	saloon car	1300	2018	4,500,000
19	ISD	TOYOTA COROLLA XLI/GLI	AKU-831	saloon car	1300	2018	4,500,000
20	ISD	TOYOTA COROLLA XLI/GLI	AKU-362	saloon car	1300	2018	4,500,000
21	ISD	TOYOTA COROLLA XLI/GLI	AMV-659	saloon car	1300	2018	4,500,000
22	ISD	TOYOTA COROLLA XLI/GLI	AMV-661	saloon car	1300	2018	4,500,000
23	ISD	HONDA CIVIC	AMV-379	saloon car	1800	2019	5,500,000
24	ISD	HONDA CIVIC	AMB-662	saloon car	1800	2019	5,500,000
25	ISD	HONDA CIVIC	EV-681	saloon car	1800	2015	3,500,000
26	ISD	HONDA CIVIC	EV-685	saloon car	1800	2015	3,500,000
27	ISD	SUZUKI APV	QF305	van	1500	2010	3,000,000
28	ISD	SUZUKI APV	QF306	van	1500	2010	3,000,000
29	ISD	TOYOTA COROLLA XLI/GLI	IDN-586	saloon car	1600	1992	1,000,000
30	ISD	SUZUKI CULTUS	APH-851	Hatchback car	1000	2019	3,500,000
31	ISD	TOYOTA HIACE	BCF-403	van	3000	2022	15,044,500
32	ISD	TOYOTA ALTIS GRANDEE	BES-172	saloon car	1800	2024	7,600,000
33	ISD	TOYOTA CROSS	BDH-879	jeep	1800	2024	10,000,000
34	ISD	TOYOTA VIGO/PICKUP	RZ-280	pickup	2494	2011	6,500,000
35	ISD	MOTORCYCLE HONAD 125	LEJ-1372	Motorcycle	125	2010	150,000
36	ISD	MOTORCYCLE HONAD 125	AMP-224	Motorcycle	125	2016	150,000
37	ISD	MOTORCYCLE HONAD 70	FA-4152	Motorcycle	70	2013	100,000
38	ISD	MOTORCYCLE HONAD 70	FA-4153	Motorcycle	70	2013	100,000
39	Lahore	TOYOTA COROLLA XLI/GLI	AKU-366	saloon car	1300	2018	4,500,000
40	Lahore	TOYOTA COROLLA XLI/GLI	FV -677	saloon car	1300	2015	3,000,000
41	Lahore	SUZUKI WAGON R	AFA-726	Hatchback car	1000	2017	2,000,000

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42	Lahore	SUZUKI WAGON R	AFA-729	Hatchback car	1000	2017	2,000,000
43	Lahore	SUZUKI WAGON R	ALF-579	Hatchback car	1000	2018	2,000,000
44	Lahore	MOTORCYCLE HONAD 70	LEZ-3801	Motorcycle	70	2018	65,000
45	Lahore	MOTORCYCLE HONAD 70	LEZ-3802	Motorcycle	70	2018	65,000
46	Lahore	SUZUKI CULTUS	CG-714	Hatchback car	1000	2014	1,000,000
47	Lahore	TOYOTA COROLLA XLI/GLI	ALC-179	saloon car	1300	2018	4,500,000
48	BWP	SUZUKI CULTUS	ALJ-225	Hatchback car	1000	2018	2,200,000
49	BWP	SUZUKI CULTUS	AKA-684	Hatchback car	1000	2018	2,200,000
50	BWP	SUZUKI CULTUS	ALH-249	Hatchback car	1000	2018	2,200,000
51	BWP	SUZUKI CULTUS	ALH-668	Hatchback car	1000	2018	2,200,000
52	BWP	SUZUKI CULTUS	ALH-508	Hatchback car	1000	2018	2,200,000
53	BWP	SUZUKI CULTUS	AKA-871	Hatchback car	1000	2018	2,200,000
54	BWP	SUZUKI CULTUS	ALJ-229	Hatchback car	1000	2018	2,200,000
55	BWP	SUZUKI CULTUS	ALH-516	Hatchback car	1000	2018	2,200,000
56	BWP	SUZUKI CULTUS	ALH-481	Hatchback car	1000	2018	2,200,000
57	BWP	SUZUKI CULTUS	AME-423	Hatchback car	1000	2018	2,200,000
58	BWP	TOYOTA COROLLA XLI/GLI	Car-ZF-915	saloon car	1300	2013	2,300,000
59	BWP	TOYOTA COROLLA XLI/GLI	CAR-ZG-158	saloon car	1300	2013	2,300,000
60	BWP	TOYOTA COROLLA XLI/GLI	Car-ZG-159	saloon car	1300	2013	2,300,000
61	BWP	TOYOTA COROLLA XLI/GLI	Car-ZF-923	saloon car	1300	2013	2,300,000
62	BWP	TOYOTA COROLLA XLI/GLI	CAR-ZG-157	saloon car	1300	2013	2,300,000
63	BWP	TOYOTA COROLLA XLI/GLI	CAR ZF-918	saloon car	1300	2016	2,300,000
64	BWP	TOYOTA COROLLA XLI/GLI	AAY-412	saloon car	1300	2018	3,500,000
65	BWP	SUZUKI CULTUS	ALF-281	Hatchback car	1000	2018	2,200,000
66	BWP	SUZUKI CULTUS	ALF-294	Hatchback car	1000	2018	2,200,000
67	BWP	SUZUKI CULTUS	ALF-296	Hatchback car	1000	2018	2,200,000
68	BWP	SUZUKI CULTUS	ALF-297	Hatchback car	1000	2018	2,200,000
69	BWP	SUZUKI CULTUS	ALF-563	Hatchback car	1000	2018	2,200,000
70	BWP	SUZUKI CULTUS	ALF-580	Hatchback car	1000	2018	2,200,000
71	BWP	SUZUKI CULTUS	ALE-718	Hatchback car	1000	2018	2,200,000
72	BWP	SUZUKI CULTUS	ALE-719	Hatchback car	1000	2018	2,200,000
73	BWP	SUZUKI CULTUS	ALE-955	Hatchback car	1000	2018	2,200,000
74	BWP	SUZUKI CULTUS	ALE-956	Hatchback car	1000	2018	2,200,000
75	BWP	SUZUKI CULTUS	ALE-960	Hatchback car	1000	2018	2,200,000
76	BWP	TOYOTA COROLLA XLI/GLI	ALG-857	saloon car	1300	2018	3,000,000
77	BWP	TOYOTA COROLLA XLI/GLI	ALG-860	saloon car	1300	2018	3,000,000
78	BWP	TOYOTA COROLLA XLI/GLI	FV-714	saloon car	1300	2016	2,600,000
79	BWP	TOYOTA COROLLA XLI/GLI	FV-673	saloon car	1300	2016	2,600,000
80	BWP	TOYOTA ALTIS GRANDEE	BCF-265	saloon car	1800	2023	5,000,000
81	RWP	TOYOTA COROLLA XLI/GLI	AUB-329	saloon car	1300	2021	4,500,000
82	RWP	TOYOTA COROLLA XLI/GLI	YA-354	saloon car	1300	2013	2,600,000
83	RWP	SUZUKI CULTUS	AME-418	Hatchback car	1000	2019	2,850,000
84	RWP	SUZUKI CULTUS	AME-419	Hatchback car	1000	2019	2,800,000
85	RWP	TOYOTA COROLLA XLI/GLI	SK-296	saloon car	1300	2010	2,400,000
86	RWP	SUZUKI APV	KZ-869	van	1500	2006	2,100,000

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87	RWP	TOYOTA HIACE	NY-293	van	3000	2008	4,000,000
88	RWP	TOYOTA VIGO/PICKUP	SV-275	pickup	2494	2011	3,000,000
89	RWP	TOYOTA COROLLA XLI/GLI	AGX-384	saloon car	1300	2018	3,800,000
90	RWP	SUZUKI MEHRAN	AFW-820	Hatchback car	800	2017	1,000,000
91	RWP	SUZUKI CULTUS	ALH-670	Hatchback car	1000	2018	2,800,000
92	RWP	TOYOTA COROLLA XLI/GLI	AGX-386	saloon car	1300	2018	3,800,000
93	RWP	SUZUKI CULTUS	ALJ-226	Hatchback car	1000	2018	2,800,000
94	RWP	SUZUKI MEHRAN	AFW-825	Hatchback car	800	2017	1,000,000
95	RWP	SUZUKI MEHRAN	AFW-826	Hatchback car	800	2017	1,000,000
96	RWP	SUZUKI MEHRAN	AFW-827	Hatchback car	800	2017	1,000,000
97	RWP	TOYOTA COROLLA XLI/GLI	VC-891	saloon car	1300	2012	2,500,000
98	RWP	SUZUKI CULTUS	ALH-671	Hatchback car	1000	2018	2,800,000
99	RWP	SUZUKI MEHRAN	AFW-839	Hatchback car	800	2017	1,000,000
100	RWP	TOYOTA COROLLA XLI/GLI	FU-847	saloon car	1300	2015	3,300,000
101	RWP	SUZUKI CULTUS	ALH-513	Hatchback car	1000	2018	2,800,000
102	RWP	SUZUKI MEHRAN	AFW-836	Hatchback car	800	2017	1,000,000
103	RWP	TOYOTA COROLLA XLI/GLI	AGX-387	saloon car	1300	2018	3,800,000
104	RWP	SUZUKI CULTUS	ALH-253	Hatchback car	1000	2018	2,800,000
105	RWP	SUZUKI MEHRAN	AFW-831	Hatchback car	800	2017	1,000,000
106	RWP	SUZUKI MEHRAN	AFW-832	Hatchback car	800	2017	1,000,000
107	RWP	SUZUKI MEHRAN	AFW-834	Hatchback car	800	2017	1,000,000
108	RWP	SUZUKI MEHRAN	AFW-835	Hatchback car	800	2017	1,000,000
109	RYK	TOYOTA COROLLA XLI/GLI	ALE-312	saloon car	1300	2018	3,500,000
110	RYK	SUZUKI CULTUS	APF-524	Hatchback car	1000	2019	2,500,000
111	RYK	SUZUKI WAGON R	APF-527	Hatchback car	1000	2019	2,200,000
112	RYK	SUZUKI WAGON R	APF-528	Hatchback car	1000	2019	2,200,000
113	RYK	SUZUKI WAGON R	APF-529	Hatchback car	1000	2019	2,200,000
114	RYK	SUZUKI WAGON R	APF-531	Hatchback car	1000	2019	2,200,000
115	RYK	SUZUKI WAGON R	APF-532	Hatchback car	1000	2019	2,200,000
116	RYK	SUZUKI WAGON R	APF-534	Hatchback car	1000	2019	2,200,000
117	RYK	SUZUKI WAGON R	APF-544	Hatchback car	1000	2019	2,200,000
118	RYK	SUZUKI CULTUS	CG-726	Hatchback car	1000	2014	1,500,000
119	RYK	TOYOTA COROLLA XLI/GLI	CS-692	saloon car	1300	2014	2,500,000
120	RYK	SUZUKI JIMNY	E-1216	jeep	1328	2010	1,700,000
121	RYK	SUZUKI JIMNY	RE-829	jeep	1328	2011	1,700,000
122	MRD	SUZUKI CULTUS	ALH-259	Hatchback car	1000	2018	2,000,000
123	MRD	TOYOTA COROLLA XLI/GLI	VS-213	saloon car	1300	2012	2,000,000
124	MRD	SUZUKI APV	VX-471	van	1500	2012	2,500,000
125	MRD	SUZUKI BOLAN	DG-644	van	800	2015	800,000
126	MRD	SUZUKI CULTUS	ABT-891	Hatchback car	1000	2016	2,000,000
127	MRD	SUZUKI CULTUS	ABV-892	Hatchback car	1000	2016	2,000,000
128	MRD	SUZUKI CULTUS	ABT-893	Hatchback car	1000	2016	2,000,000
129	MRD	SUZUKI CULTUS	ABV-583	Hatchback car	1000	2016	2,000,000
130	MRD	SUZUKI CULTUS	ALE-683	Hatchback car	1000	2016	2,000,000
131	MRD	SUZUKI CULTUS	ALF-282	Hatchback car	1000	2018	2,000,000

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132	MRD	SUZUKI CULTUS	ALE-952	Hatchback car	1000	2018	2,000,000
133	MRD	TOYOTA COROLLA XLI/GLI	ALY-621	saloon car	1300	2018	3,200,000
134	MRD	SUZUKI BOLAN	AH-308	van	800	2013	800,000
135	MRD	SUZUKI BOLAN	AH-314	van	800	2013	800,000
136	MRD	TOYOTA HIACE	NY-285	van	3000	2008	6,000,000
137	SGD	TOYOTA HIACE	NY 286	van	3000	2009	5,000,000
138	SGD	TOYOTA COROLLA XLI/GLI	ALZ - 646	saloon car	1300	2018	3,200,000
139	SGD	TOYOTA ALTIS GRANDEE	FC - 538	saloon car	1800	2015	3,800,000
140	SGD	TOYOTA COROLLA XLI/GLI	ABT-894	saloon car	1300	2016	2,700,000
141	SGD	TOYOTA COROLLA XLI/GLI	ABT - 895	saloon car	1300	2016	2,700,000
142	SGD	TOYOTA COROLLA XLI/GLI	ADH -527	saloon car	1300	2017	2,700,000
143	SGD	TOYOTA COROLLA XLI/GLI	BA- 346	saloon car	1300	2014	200,000
144	SGD	TOYOTA COROLLA XLI/GLI	BA - 348	saloon car	1300	2014	2,200,000
145	SGD	TOYOTA COROLLA XLI/GLI	BA- 365	saloon car	1300	2014	2,200,000
146	SGD	TOYOTA COROLLA XLI/GLI	BA- 367	saloon car	1300	2014	2,200,000
147	SGD	TOYOTA COROLLA XLI/GLI	BA- 371	saloon car	1300	2014	2,200,000
148	SGD	TOYOTA COROLLA XLI/GLI	BA - 374	saloon car	1300	2014	2,200,000
149	SGD	TOYOTA COROLLA XLI/GLI	AD - 664	saloon car	1300	2014	2,200,000
150	SGD	TOYOTA COROLLA XLI/GLI	AD - 645	saloon car	1300	2014	2,200,000
151	SGD	TOYOTA VIGO/PICKUP	IDN - 4197	pickup	2446	2003	1,800,000
152	SGD	SUZUKI BOLAN	RJ - 206	van	800	2011	900,000
153	SGD	SUZUKI WAGON R	AGG-568	Hatchback car	1000	2017	1,800,000
154	SGD	SUZUKI WAGON R	AGG-570	Hatchback car	1000	2017	1,800,000
155	SGD	SUZUKI WAGON R	AGG-573	Hatchback car	1000	2017	1,800,000
156	SGD	SUZUKI WAGON R	AGG- 578	Hatchback car	1000	2017	1,800,000
157	SGD	SUZUKI WAGON R	AGG-576	Hatchback car	1000	2017	1,800,000
158	SGD	SUZUKI WAGON R	AGG-581	Hatchback car	1000	2017	1,800,000
159	SGD	SUZUKI WAGON R	AGG-587	Hatchback car	1000	2017	1,800,000
160	SGD	SUZUKI CULTUS	ALF-269	Hatchback car	1000	2018	2,350,000
161	SGD	SUZUKI CULTUS	ALF-623	Hatchback car	1000	2018	2,350,000
162	SGD	SUZUKI MEHRAN	AHF - 388	Hatchback car	800	2018	1,200,000
163	SGD	SUZUKI MEHRAN	AHF - 393	Hatchback car	800	2018	1,200,000
164	SGD	TOYOTA COROLLA ALTIS	BET - 235	saloon car	1600	2024	6,644,000
165	SGD	TOYOTA COROLLA ALTIS	BES - 173	saloon car	1600	2024	6,644,000
166	SGD	TOYOTA COROLLA ALTIS	BET - 233	saloon car	1600	2024	6,644,000
167	SGD	TOYOTA COROLLA ALTIS	BET - 226	saloon car	1600	2024	6,644,000
168	SGD	TOYOTA COROLLA ALTIS	BET - 225	saloon car	1600	2024	6,644,000
169	SGD	HONDA CIVIC	AMK - 342	saloon car	1800	2018	4,000,000
170	SGD	TOYOTA FORTUNER	YZ - 535	jeep	3000	2013	5,500,000
171	MLT	TOYOTA COROLLA XLI/GLI	FY-735	saloon car	1300	2015	2,500,000
172	MLT	TOYOTA COROLLA XLI/GLI	VC-892	saloon car	1300	2013	2,500,000
173	MLT	SUZUKI CULTUS	APH-850	Hatchback car	1000	2019	3,000,000
174	MLT	TOYOTA COROLLA XLI/GLI	BG-475	saloon car	1300	2014	2,500,000
175	TBT	TOYOTA VIGO/PICKUP	ALE-681	pickup	2755	2018	5,500,000
176	TBT	SUZUKI VITARA	AFT-412	jeep	1586	2017	3,500,000

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177	TBT	SUZUKI VITARA	AFT-415	jeep	1586	2017	3,500,000
178	TBT	SUZUKI VITARA	AFT-416	jeep	1586	2017	3,500,000
179	TBT	SUZUKI VITARA	AFT-417	jeep	1586	2017	3,500,000
180	TBT	SUZUKI VITARA	AFU-482	jeep	1586	2017	3,500,000
181	TBT	SUZUKI VITARA	AUB-332	jeep	1586	2021	3,500,000
182	TBT	TOYOTA COROLLA XLI/GLI	BCF-266	saloon car	1300	2023	5,552,500
183	AJK	TOYOTA COROLLA XLI/GLI	EJ-318	saloon car	1300	2015	2,200,000
184	AJK	TOYOTA COROLLA XLI/GLI	ACV-387	saloon car	1300	2018	2,500,000
185	AJK	SUZUKI CULTUS	APH-982	Hatchback car	1000	2019	2,000,000
186	AJK	TOYOTA COROLLA XLI/GLI	ALS-804	saloon car	1300	2018	2,200,000
187	AJK	SUZUKI CULTUS	APH-981	Hatchback car	1000	2019	2,000,000
188	AJK	TOYOTA COROLLA XLI/GLI	AKU-833	saloon car	1300	2018	2,800,000
189	AJK	SUZUKI CULTUS	APH-702	Hatchback car	1000	2019	2,200,000
190	AJK	TOYOTA COROLLA XLI/GLI	ALX-533	saloon car	1300	2018	2,200,000
191	AJK	SUZUKI CULTUS	APH-701	Hatchback car	1000	2019	2,200,000
192	AJK	SUZUKI CULTUS	APH-710	Hatchback car	1000	2019	2,200,000
193	AJK	SUZUKI CULTUS	APH-709	Hatchback car	1000	2019	2,200,000
194	AJK	SUZUKI CULTUS	APH-987	Hatchback car	1000	2019	2,200,000
195	AJK	SUZUKI CULTUS	APH-983	Hatchback car	1000	2019	2,200,000
196	AJK	SUZUKI CULTUS	APH-706	Hatchback car	1000	2019	2,200,000
197	AJK	SUZUKI CULTUS	APH-984	Hatchback car	1000	2019	2,200,000
198	AJK	SUZUKI CULTUS	APH-986	Hatchback car	1000	2019	2,200,000
199	AJK	SUZUKI CULTUS	APG-582	Hatchback car	1000	2019	2,200,000
200	AJK	SUZUKI CULTUS	APG-587	Hatchback car	1000	2019	2,200,000
201	AJK	SUZUKI CULTUS	APG-579	Hatchback car	1000	2019	2,200,000
202	AJK	SUZUKI CULTUS	APG-580	Hatchback car	1000	2019	2,200,000
203	AJK	SUZUKI CULTUS	APG-581	Hatchback car	1000	2019	2,200,000
204	AJK	SUZUKI CULTUS	APG-608	Hatchback car	1000	2019	2,200,000
205	AJK	SUZUKI CULTUS	APG-604	Hatchback car	1000	2019	2,200,000
206	AJK	SUZUKI CULTUS	ANZ-702	Hatchback car	1000	2019	2,200,000
207	AJK	SUZUKI CULTUS	APH-856	Hatchback car	1000	2019	2,200,000
208	AJK	SUZUKI CULTUS	APH-847	Hatchback car	1000	2019	2,200,000
209	AJK	SUZUKI CULTUS	APH-854	Hatchback car	1000	2019	2,200,000
210	AJK	SUZUKI CULTUS	APH-852	Hatchback car	1000	2019	2,200,000
211	AJK	SUZUKI CULTUS	APH-849	Hatchback car	1000	2019	2,200,000
212	AJK	SUZUKI CULTUS	APH-560	Hatchback car	1000	2019	2,200,000
213	AJK	SUZUKI CULTUS	AME-639	Hatchback car	1000	2019	2,200,000
214	AJK	TOYOTA HIACE	NY-294	van	3000	2008	3,500,000
215	AJK	TOYOTA HIACE	NY-284	van	3000	2008	3,500,000
216	AJK	TOYOTA VIGO/PICKUP	KJ-254	pickup	2500	2006	3,000,000
217	AJK	TOYOTA VIGO/PICKUP	KJ-251	pickup	2500	2006	3,000,000
218	AJK	TOYOTA VIGO/PICKUP	KJ-249	pickup	2500	2006	3,000,000
219	AJK	TOYOTA VIGO/PICKUP	KJ-253	pickup	2500	2006	4,500,000
220	AJK	HINO	PB-953	BUS	7961	2009	3,000,000
221	HYD	TOYOTA COROLLA XLI/GLI	VC-896	saloon car	1300	2012	1,800,000

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222	HYD	SUZUKI WAGON R	ABS-569	Hatchback car	1000	2016	2,000,000
223	HYD	SUZUKI WAGON R	AAF-243	Hatchback car	1000	2016	2,000,000
224	HYD	SUZUKI WAGON R	ZZ-063	Hatchback car	1000	2016	2,000,000
225	HYD	SUZUKI WAGON R	ABY-542	Hatchback car	1000	2016	2,000,000
226	HYD	SUZUKI WAGON R	ABS-915	Hatchback car	1000	2016	2,000,000
227	HYD	SUZUKI WAGON R	ACT-958	Hatchback car	1000	2016	2,000,000
228	HYD	SUZUKI WAGON R	AAH-146	Hatchback car	1000	2016	2,000,000
229	HYD	SUZUKI WAGON R	ZZ-066	Hatchback car	1000	2016	2,000,000
230	HYD	SUZUKI WAGON R	ABS-958	Hatchback car	1000	2016	2,000,000
231	HYD	SUZUKI CULTUS	APW-431	Hatchback car	1000	2019	2,200,000
232	HYD	SUZUKI CULTUS	APW-433	Hatchback car	1000	2019	2,200,000
233	HYD	TOYOTA COROLLA XLI/GLI	APT-187	saloon car	1300	2019	3,700,000
234	HYD	TOYOTA COROLLA XLI/GLI	FU-840	saloon car	1300	2015	3,000,000
235	HYD	TOYOTA COROLLA XLI/GLI	BEC-272	saloon car	1300	2016	2,900,000
236	HYD	TOYOTA COROLLA XLI/GLI	BDC-989	saloon car	1300	2016	2,900,000
237	HYD	TOYOTA COROLLA XLI/GLI	BKH-185	saloon car	1300	2016	2,900,000
238	HYD	SUZUKI WAGON R	AAF-637	Hatchback car	1000	2016	2,000,000
239	HYD	SUZUKI WAGON R	ABC-946	Hatchback car	1000	2016	2,000,000
240	HYD	SUZUKI WAGON R	ABC-951	Hatchback car	1000	2016	2,000,000
241	HYD	SUZUKI WAGON R	AAH-156	Hatchback car	1000	2016	2,000,000
242	HYD	SUZUKI WAGON R	ACT-962	Hatchback car	1000	2016	2,000,000
243	HYD	SUZUKI WAGON R	ABY-565	Hatchback car	1000	2016	2,000,000
244	HYD	SUZUKI WAGON R	ABY-516	Hatchback car	1000	2016	2,000,000
245	HYD	SUZUKI WAGON R	ABX-225	Hatchback car	1000	2016	2,000,000
246	HYD	SUZUKI WAGON R	ABX-289	Hatchback car	1000	2016	2,000,000
247	HYD	TOYOTA HIACE	AFC-361	van	3000	2017	6,000,000
248	HYD	SUZUKI WAGON R	AAY-992	Hatchback car	1000	2016	2,000,000
249	HYD	TOYOTA COROLLA XLI/GLI	AB-374	saloon car	1300	2013	2,000,000
250	HYD	MOTORCYCLE HONAD 125	AUQ-997	Motorcycle	125	2013	100,000
251	HYD	TOYOTA COROLLA XLI/GLI	BAM-679	saloon car	1300	2013	2,000,000
252	HYD	TOYOTA COROLLA XLI/GLI	BBR-672	saloon car	1300	2014	2,000,000
253	HYD	TOYOTA COROLLA XLI/GLI	BBR-678	saloon car	1300	2014	2,000,000
254	HYD	TOYOTA COROLLA XLI/GLI	BBR-680	saloon car	1300	2014	2,000,000
255	HYD	TOYOTA COROLLA XLI/GLI	BBR-684	saloon car	1300	2014	2,000,000
256	HYD	SUZUKI CULTUS	BC-847	Hatchback car	1000	2014	1,350,000
257	HYD	SUZUKI CULTUS	BC-849	Hatchback car	1000	2014	1,350,000
258	HYD	SUZUKI CULTUS	BC 853	Hatchback car	1000	2014	1,350,000
259	HYD	SUZUKI CULTUS	BC-854	Hatchback car	1000	2014	1,350,000
260	HYD	TOYOTA HIACE	BX-467	van	3000	2014	5,000,000
261	HYD	SUZUKI CULTUS	CG-715	Hatchback car	1000	2014	1,350,000
262	HYD	TOYOTA VIGO/PICKUP	GT-486	pickup	3000	2008	2,000,000
263	HYD	MOTORCYCLE HONAD 70	HBD-5955	Motorcycle	70	2015	55,000
264	HYD	MOTORCYCLE HONDA 100	HBL 1491	Motorcycle	100	2016	70,000

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265	HYD	MOTORCYCLE HONDA 100	HBL 1497	Motorcycle	100	2016	70,000
266	HYD	MOTORCYCLE HONDA 100	HBL 1534	Motorcycle	100	2016	70,000
267	HYD	MOTORCYCLE HONDA 100	HBL 1607	Motorcycle	100	2016	70,000
268	HYD	MOTORCYCLE HONDA 100	HBL 2127	Motorcycle	100	2016	70,000
269	HYD	MOTORCYCLE HONDA 100	HBU-3887	Motorcycle	100	2017	70,000
270	HYD	MOTORCYCLE HONDA 100	HBU-3937	Motorcycle	100	2017	70,000
271	HYD	MOTORCYCLE HONDA 100	HBU-8476	Motorcycle	100	2017	70,000
272	HYD	MOTORCYCLE HONDA 100	HBU-8490	Motorcycle	100	2017	70,000
273	HYD	MOTORCYCLE HONDA 100	HBU-9215	Motorcycle	100	2017	70,000
274	HYD	MOTORCYCLE HONAD 70	MPG-8108	Motorcycle	70	2016	55,000
275	HYD	TOYOTA COROLLA XLI/GLI	SY-412	saloon car	1300	2011	1,800,000
276	HYD	TOYOTA COROLLA XLI/GLI	VS-215	saloon car	1300	2012	1,800,000
277	HYD	SUZUKI BOLAN	VZ-435	van	800	2012	800,000
278	HYD	TOYOTA COROLLA XLI/GLI	YD-197	saloon car	1300	2013	2,000,000
279	HYD	SUZUKI SWIFT	BEH-769	Hatchback car	1300	2024	4,719,000
280	HYD	SUZUKI SWIFT	BEH-779	Hatchback car	1300	2024	4,719,000
281	HYD	SUZUKI SWIFT	BEH-781	Hatchback car	1300	2024	4,719,000
282	HYD	TOYOTA VIGO/PICKUP	GT-488	pickup	3000	2008	2,000,000
283	HYD	SUZUKI SWIFT	ALH-250	Hatchback car	1300	2018	2,300,000
284	HYD	SUZUKI SWIFT	AT-103	Hatchback car	1300	2013	1,650,000
285	HYD	HONDA CIVIC	PW-358	saloon car	1800	2009	4,000,000
Total Sum Insured (Rs.)							753,664,000

Note: NRSP may change the final list of vehicles and/or market value of any/all vehicles at the time of final order/contract.

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Annex-B

Code of Conduct and Ethics

(Non-Employee, consultants, vendors and third parties)

Upholding ethical standards protects the integrity, fairness, and transparency of the procurement process.

As a consultant/Vendor professional objective is to assist NRSP to add value to their enterprise, whether that enterprise takes the form of a business, a not-for-profit organization or any element of government.

As a consultant/vendor requires adherence to this Code of Conduct and Ethics as a condition of relation. All consultants/vendors have pledged to abide by the NRSP's Code of Conduct and Ethics and their voluntary adherence to the Code signifies the self-discipline of the profession.

All individuals (non-employees) contracted or functionally related to NRSP, including executing entities and third-party vendors:-

1. Will serve NRSP with integrity, competence, objectivity, independence and professionalism.
2. Will only accept assignments that they are competent to perform; and will only assign staff or engage colleagues with knowledge and expertise relevant to the assignment.
3. Before accepting any assignment will establish with NRSP realistic expectations of the objectives, scope, expected benefits, work plan and fee structure of the assignment.
4. Will treat all confidential NRSP information appropriately; will take reasonable steps to prevent access to confidential information by unauthorized people and will not take advantage of proprietary or privileged information, for use by them or others, without the NRSP's permission.
5. Will avoid conflicts of interest, or the appearance of such, and will disclose to NRSP immediately any circumstances or interests that they believe may influence their work, judgment or objectivity.
6. Will not contact NRSP during the any pre-solicitation or evaluation phase in which participated, unless NRSP contact for any information.
7. Will offer to withdraw from assignment when they believe their objectivity or integrity may be impaired.
8. Will inform NRSP immediately if there is any change in contact person, email, address, directors, release of any of his/her employee or any such information which could be necessary for NRSP record.
9. Will represent the profession with integrity and professionalism in their relations with NRSP, colleagues and the general public.
10. Will report to appropriate authorities within or external to NRSP organization any occurrences of malfeasance, dangerous behavior or illegal activities discovered during the course of an assignment.
11. Will not offer commissions, gift, bribe, remuneration, or other benefits from himself or from a third party in connection with any assignment to NRSP, and will disclose in advance any financial interests.
12. Will promote adherence to the Code of Conduct and Ethics by all other staff working on their behalf.
13. Strive to treat all persons of NRSP with respect and courtesy in accordance with applicable international and national conventions and standards of behavior;
14. Never intentionally commit any act or omission that could result in physical, sexual or psychological harm to the beneficiaries we serve, or to their fellow workers;
15. Not condone or intentionally participate in corrupt activities or illegal activities. While respecting and adhering to these broader frameworks of behavior,
16. Shall not harass, discriminate, or retaliate against any other consultant/vendor or any member of society.

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17. Shall make themselves available and fully participate in all administrative inquiries with completely honesty.
18. No NRSP employees shall solicit anything of value from a citizen or business for services that the NRSP is expected to provide.
19. Shall not remove NRSP property from its assigned place for personal use. Defacing or destroying NRSP property is vandalism and shall be dealt strictly.
20. Will not permit considerations of race, gender, nationality, religion, politics, sexual orientation or social status to influence professional behavior or advice.
21. Will be respectful of those whose wellbeing may be contingent. Will diligently apply objective judgment to all consulting assignments, based on the best information available. Will conduct independent research and analysis where possible, and will consult with colleagues and others who can help inform the judgment.
22. Will not use any services, goods, materials, technology and/or equipment provided by or paid for by NRSP for illegal, inappropriate, or otherwise disruptive activities, or in support of such activities.
23. Shall not place or display non-official notices in NRSP premises without prior written approval from the appropriate authority.
24. Shall not possess unauthorized weapons, illegal drugs, or alcohol on NRSP premises.
25. Shall strictly follow the NRSP's workplace policies while on any NRSP premises.

This Code of conduct is not exhaustive and may not anticipate every situation which may morally, ethically, professionally, legally compromise the employees or NRSP interests. In this regard NRSP expects to use sound judgment. However, compliance with this Code is a mandatory obligation owed by all consultants, third party vendors etc. Breach of this Code or any requirements mentioned in these Rules will result in disciplinary action and may lead up to cancellation of work order/registration including legal action or other appropriate disciplinary actions.

Anti-Money Laundering and Anti-Terrorism Financing Policy

Policy

"It is the policy of the NRSP to prohibit and actively prevent money laundering and any activity that facilitates money laundering or the funding of terrorism or criminal activities" by complying with all applicable requirements under the **Anti-Money Laundering Act 2010** (Act No. VII of 2010 - an Act to provide for prevention of money laundering) and **Anti-Terrorism (Second Amendment) Act, 2014** and its implementation regulations. Recently under the national action plan and SECP regulations money laundering has been identified as a major cause for corruption and criminal activities. Therefore, NRSP is very sensitive to ensuring that our platform is not used for any such purposes.

Annex-C

UNDERTAKING/DECLARATION OF ELIGIBILITY

(to be submitted on at least Rs.50/- stamp paper)

In the response to your Tender No. RQ-1973, I/We, the undersigned, hereby declare that:

- Our proposal is valid for a period of 60 days from the last date for the submission.
- We agree to adhere to all of the terms and conditions as given in the tender documents of the NRSP and other documents as provided in the tender documents.
- We are registered with NTN, GST and provisional sales tax department(s).
- We confirm that we are not engaged in any corrupt, fraudulent, collusive or coercive practices and acknowledge that if evidence contrary to this exists, NRSP reserves the right to reject our proposal or terminate the contract with immediate effect.
- We are not bankrupt or being wound up, are having our affairs administered by the courts, have not the subject of proceedings concerning those matters, or are in any analogous arising from the a procedure provided for in national legislation or regulations.
- We have not been convicted of an offence concerning professional conduct by any judgment.
- We have not been guilty of grave professional misconduct proven by any means which the NRSP can justify.
- We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with legal provision the country in which we are established or with those of the country where the contract is to be performed.
- We have not been the subject of the judgment for any fraud, corruption, involvement in criminal/terrorist organization or any other illegal activity detrimental to Pakistani Law.
- I/We as sole proprietorship, authorized dealers, Association of Persons (AOP), partnership firms, private or public limited companies or other do not have any kind of relationship with the NRSP Staff; and if later my this statement is not found in conformity with reality i.e. relationship is found, I would stand liable to NRSP as per the rules mentioned in the tender documents.
- Are not guilty of serious misinterpretation in supplying information.
- Are not in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in NRSP).
- Have no relation, direct or indirect, with any terrorist or banned organizations.
- Are not blacklisted by any Local/International organization, PPAR, SPPRA, Government/semi Government department, NGO or any other company/organization.
- Have no relation, direct or indirect, with proscribed individual/entities/political expose person(s).
- Are not on any list of sanctioned parties issued by the Pakistan Government, DIFD, USAID, UN agencies, UNSCR, NACTA, European Union and others.
- Have not been reported for/under litigation for child abuse.

Full official Name: _____

Signature: _____

Name of Company: _____

Company Stamp: _____

Date and Location: _____

Bidder's Signature and Stamp

Annex-D

Format for Technical Bid

S. No.	Risks Required	Risks Offered	Remarks/Justification
<u>Loss or Damage</u>			
1	Accidental external means		
2	Fire, external explosion, self-ignition or lighting or frost		
3	Burglary, house/office-breaking, theft or snatching		
4	Malicious act		
5	Riot, strike		
6	Flood, hail, wind, hurricane, cyclone, tornado or typhoon		
7	Terrorism, bomb blast,		
8	Earthquake, volcanic, eruption or other convulsion or nature and		
9	Whilst in transit by air, road, rail, inland waterway, lift or elevator		
10	Any other risk		
<u>Liability to Third Parties (in case of any ceiling in limit do mention in the remarks)</u>			
1	Death of or bodily injury to any person		
2	Damage to property and/or motor vehicle		
3	Any other liability		

Authorized Signature: _____

Stamp: _____

Date: _____

Bidder's Signature and Stamp

Annex-E

Format for Financial Bid

S. No	Description of coverage	Sum Insured	Offered Insurance Premium (in % of sum insured with all applicable taxes in PKR)
1	Yearly Premium for private vehicles comprehensive insurance as per details of Insurance cover required in section 3 of tender documents	As mentioned in Annex A of tender documents	

Validity: 60 days from the date of opening.

Taxes/Services: The offered rates are inclusive all applicable taxes and services (Federal or Provincial)

Any other details or terms & conditions:-

Authorized Signature: _____

Stamp: _____

Date: _____

Bidder's Signature and Stamp