

## INSTRUCTION TO BIDDERS

This invitation for bids is open to **the public**.

1. The bidder shall bear all costs associated with the preparation and submission of their bid, and NBD shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the disposal process.
2. The bidder is expected to examine all instructions, forms and terms in the bid documents and complete the forms as required. Failure to meet all the requirements of the bid will be at the bidder's risk and may result in bid rejection.
3. The bidder is not restricted to bidding on one vehicle, however, a unique bid price for each vehicle must be clearly specified on the bid form.
4. A prospective bidder requiring any clarification of the bid document may notify NBD by sending an email to **facilities@nbd.dm** with the subject as **"Clarifications - Bid for Disposal of Motor Vehicles"**. All clarifications/questions should be sent to this email address by **5.00PM** on **Wednesday 19 June 2024**.
5. NBD will respond in writing to bidders by **5:00 PM, Thursday 20 June 2024**, to any clarifications that will have been sought.
6. Prices quoted by the bidder shall be fixed during the bid validity period and not subject to variation on any account. A bid submitted with an adjustable price quotation or price range will be treated as non-responsive and will be rejected.
7. The price quoted shall be in Eastern Caribbean Dollars (ECD)
8. Bids shall remain valid for 30 days
9. Viewing of the bid items will be ongoing until **Wednesday 19 June 2024**, between 9:00AM to 4:00PM at Hillsborough Street Branch Parking Lot.
10. Prospective bidders are encouraged to view the items before they bid for each item. This will enable them to arrive at the most competitive bids. Bids are based on "AS IS WHERE IS CONDITION" and the conditions of the items are not warranted by the seller.
11. Any effort by the Bidder to influence the process will lead to automatic disqualification.
12. NBD will notify the successful bidder in writing and the successful bidder will be required to make payment within seven days (7 days) of notification of award.

13. In the event the successful bidder fails to pay for the item(s) awarded, NBD shall notify the person who had submitted the second highest bid who will be expected to make payment within seven days (7 days).
14. Where the item's duties and applicable taxes are not paid, the bidder(s) is/ are responsible to make the necessary payment to the tax authorities after payment of the bid price to NBD. In this regard, prospective bidders should verify the duty and taxes status for the items on offer.

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Date

Name:

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Address:

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Contact Number(s):

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I hereby submit a bid of \$ \_\_\_\_\_ for the **Daihatsu Terrios TK944(asset)**, to be accepted "as is."

I UNDERSTAND THAT

1. The asset is being sold in an "as is" condition with no warranties expressed or implied by the National Bank of Dominica Ltd. (see attached photos)
2. I have inspected the vehicle and accept it in its present "as is" condition and relieve the Bank of any further responsibility in connection with the condition of this asset.
3. I will bear the entire cost of repairing or correcting any defects that presently exist or may occur subsequent to purchase.
4. If I am accepted and I am unable to provide the accepted bid sum within seven (7) days from the date notified, the bank may reject my offer.
5. By submitting an offer, I am accepting the terms of this bidding process.

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Signature

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Date

**END OF THE BID DOCUMENT FOR DISPOSAL OF MOTOR VEHICLES**