



Puntland Youth and Social Development Association (PSA)

Village Street- Near UNCHR office, Bosaso-Somalia,
Email: psa.som@gmail.com, webpage: www.psasomalia.org

Date: 22 Nov 2025

INVITATION TO BIDS

BACKGROUND

Puntland Youth and Social Development Association (PSA) is local non-governmental, non- profit organization established in 2002 by a group of enthusiastic young educated members of society and it is based in Puntland State – Somalia.

PRODUCTS/SERVICES REQUIRED

PSA is currently seeking the bids for the vehicle services during the implementation of “**Puntland and Galmudug Peace Initiative Project**” in Galkaio district in the period of Dec-2025 to Nov-2026.

BID Number	Product/Service	Location
BID-SSF-2024-004	Monthly Vehicle Hire Services	Galkaio

Instructions to suppliers

1. Carefully read the instructions before completing the RFQ. Note that submission of false information will lead to automatic disqualification.
2. You are requested to visit PSA Office in Bosaso to pick the relevant templates for the bids.
3. Ensure the bids are submitted using the specific forms for the products/services interested to offer.
4. The documents should be signed by authorized representative of the company, stamped and submitted with the relevant supporting documents that the applicant wish to be considered.
5. Suppliers must be financially stable. Suppliers should undertake to provide the organisation with unlimited services and goods for not less than **US\$ 30,000** without non-payment for us at least for 3 months.
6. Successful suppliers will be contacted.
7. All the information requested for bids shall be provided in English language.
8. PSA reserves the right to accept or reject any application and is not bound to give reasons for its decision.
9. For any inquires please contact procurement@psasomalia.org or call 0907020036
10. All the bids to be sealed in an envelope with **Bid Number and include location** and addressed to;

- PSA PROCUREMENT
- Head Quarter Office-Bosaso
- 0907020036

11. Deadline: All the bids should be received not later than 28-11-2025 at **4:00pm**

Mandatory Documents

1. Filled and stamped supplier information.
2. Certificate business licence/commercial licence.
3. Valid tax compliance certificate, tax payment voucher or any other document certifying that your company is tax payer.
4. Vehicle logbook/Driver licence.
5. Mechanical Inspection /Check Up Reports of Garage.
6. Evidence of Relevant experience, signed Purchase Orders (POs)/Contracts
7. Financial Quotation.

Evaluation Criteria

No	Document	Marks %
1	Filled and stamped supplier information	10
2	Business Certificate licence/commercial licence	10
3	Valid Tax Compliance Certificate	15
4	Vehicle logbook/Driver licence	15
5	Mechanical Inspection /Check Up Reports of Garage	10
6	Evidence of Relevant experience, signed Purchase Orders (POs)/Contracts	10
7	Financial Quotation	30
	Total	100%

Note: Pass mark will be 70%