**SPECIFICATIONS FOR**

**TENDER NO. 01/2026 VEHICLE SALE BY PUBLIC TENDER**

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**Advertisement**

*The following are parts and addendums from the advertisement for the Vanuatu National Provident Fund (VNPF) as it originally appeared in the local media and should be used as the basis to submit your proposals:*

VANUATU NATIONAL PROVIDENT FUND
Cnr Pierre Lamy & Andre Ballande Street
P.O. Box 420, Port Vila, Vanuatu
Tel: +(678) 23808 Fax: +(678) 24763
E: Enquiry @vnpf.com.vu
Website: www.vnpf.com.vu

# VNPF VEHICLES FOR SALE BY PUBLIC TENDER

VNPF is disposing its vehicles as described below. The sale of these vehicles will be on an "as is where is" basis.

| Make & Model | Picture | No. of Years | Kilometres | Reserve Price VUV | Location |
|---|---|---|---|---|---|
| Toyota Hilux Vehicle No. 21124 | | 7 | 125,624 KM | 2.5 million vatu | Port Vila |

| | | | | | |
|---|---|---|---|---|---|
| Toyota Hilux Vehicle No. 21128 | | 7 | 115,981 KM | 2.5 million vatu | Port Vila |
| Toyota Hilux Vehicle No. 21918 | | 8 | 153,019 | 2.2 million vatu | Port Vila |

The vehicles can be viewed by prospective bidders during working hours as follows:

| Location | Day | Contact Person for Viewing |
|---|---|---|
| **VNPF Office**<br>VNPF Ex-Post Office in town (opposite ANZ Bank), Port Vila | Tuesday and Thursday | Jamin Ligo |

Tenders should be made on prescribed form, which can be obtained at the VNPF - VFF building and Ex-Post office in town (opposite ANZ Bank), Port Vila. Tender form and TOR can also be downloaded from the VNPF website: www.vnpf.com.vu.

Tenders in sealed envelopes should be clearly marked “Vehicle Sale by Public Tender” on the right-hand corner and addressed to:

The Chief Executive Officer
VNPF Tender Evaluation Committee
Vanuatu National Provident Fund
PO Box 420
Port Vila
VANUATU

All bids should be deposited in the Tender Box located at the VNPF office - VFF Building and Ex-Post office in town (opposite ANZ Bank), no later than 4:30 pm local time on Friday, 20 November 2026.

The successful bidders will be notified on or before 27 November 2026 and payment must be made three (3) days after you have been notified. Form of payment must be by company or bank cheque payable to the Vanuatu National Provident Fund or bank direct transfer.

For enquiries, email: Jamin.Ligo@vnpf.com.vu or call

- **Mobile phone number: 7584767**

VNPF reserves the right to accept or reject any or all the bids without providing the reasons.

**1.0 General Terms and Conditions**

Following general terms and conditions will apply.

**a.** The sale is on "as-is-where-is" basis. The highest or any tender need not necessarily be accepted.

**1.1 Format of Response**

Each bidder must provide a formal letter of transmittal that must:

**a.** Be signed by an authorized representative of the organization and must state that the signing official is authorized to legally bind the organization.

**b.** Include the names, titles, office addresses and office telephone numbers of the persons authorized by the organization to conduct negotiations on the proposal, including their expected roles in negotiations; and

**c.** Provide a contact name, address, email address which VNPF will use in serving notices to the bidder.

**1.2 Late Submissions**

Late submissions will not be considered and the VNPF Tender Committee is not bound to accept the highest or any tender and reserves the right to reject all tenders and to evaluate them in any manner it deems fit.

**1.3 Bidders to Inform Themselves**

Each applicant / bidder should:

**a.** Examine this specifications document; and any documents referred to within and any other information made available by VNPF to the bidders.

**b.** Obtain any further information about the facts, risks and other circumstances relevant to the Tender by making all lawful inquiries.

**c.** The successful bidder will be responsible to pay for the transfer fee of the ownership of the vehicle to the Vanuatu Government.

**d.** Ensure that the submission, and all information on which its proposal is based, is true, accurate and complete.

By submitting their proposal, bidders will be deemed to have:

**a.** Examined the Tender specifications and any other information made available in writing by VNPF to the bidders.

**b.** Examined all information relevant to the risks, contingencies, and other circumstances having an effect on their proposal and which is obtainable by the making of reasonable inquiries.

**1.4 Bidder's Risk**

VNPF accepts no responsibility, liability, or obligation whatsoever for costs incurred by or on behalf of any bidder in connection with the Tender or any participation in the process.

**1.5 Selection of Preferred Bidder**

No proposal will necessarily be selected by VNPF as the preferred solution(s). The VNPF Tender Committee may decide not to accept any proposal or reject all proposals at any time. VNPF reserves the right to cancel this Tender and pursue an alternative course of action at any time.

Selection of Preferred Bidder will not be acceptance of the proposal and no binding relationship will exist between the preferred applicant(s) and VNPF until a written agreement acceptable by VNPF is executed by an authorized officer of VNPF and the successful applicant(s).

**1.6 Conduct of Bidders**

Conduct of Bidders or any of their consortium members, may affect the outcome of their responses, including non-consideration of the proposal.

Bidders warrant to VNPF that they (and their consortium members) have not and will not engage in any of the following activities in relation to this tender process:

**a.** Lobbying of or discussions with any politician or political groups during this Tender process.

**b.** Attempts to contact or discuss the tender process with officers, any member or staff or contractor currently working in VNPF or any agent of the Fund; Exception to Tender Committee members.

**c.** Provision of gifts or future promise of gifts of any sort to the previously mentioned personnel.

**d.** Accepting or providing secret commissions.

**d.** Seeking to influence any decisions of VNPF by an improper means; or otherwise acting in bad faith, fraudulently or improperly.

**e.** Other information regarding the vehicles can be obtained by contacting the VNPF office at the contact details provided in Section 2.0 of this document.

**1.7 Currency**

All currency in the proposal shall be quoted in Vanuatu Vatu and prices shall be VAT Inclusive (if applicable).

**1.8 Corporate Information**

Each bidder must provide the following information:

**a.** Details of the bidding company or companies and parent companies (Business license and Business Registration).

**b.** Profiles of the company and any parent entity. If the company is a subsidiary, the applicant must provide full details of the legal and financial relationship between the subsidiary and parent.

**c.** Confirmation that the company has the capacity to bid for the vehicle(s) and that there is no restriction under any relevant law to prevent it from bidding.

**d.** Provision of details of any legal proceedings that are being done against the company.

**1.9 Qualifications and Capability**

Each Bidder must:

**a.** Be Tax and Customs compliant. Tax Identification Number (TIN) must be quoted in the proposal. (Tax, VAT and VNPF).

**b.** Be able to demonstrate that it will be able to meet its financial obligations under this Tender.

**1.10 Mergers, Acquisitions, Sales of Bidder**

Where such information is publicly accessible, the Bidder must indicate whether any mergers, acquisitions or sales are planned presently or during the year following the submission of the proposal.

**1.11 Enquiries**

- All questions and enquiries regarding this tender are to be made in writing via email or official letter.
- All questions and inquiries will be responded to in writing by email.
- Verbal responses will not have any binding on either party.

**2.0 Sale of Vehicles**

Vehicle List

The following are the list of vehicles on sale:

| **Vehicle 1** | |
|---|---|
| | **Make & Model**: Toyota Hilux – Vehicle No. 21124<br>**No. of years:** 7<br>**Kilometres:** 125,624 km<br>**Location:** Port Vila |
| **Vehicle 2** | |
| | **Make & Model**: Toyota Hilux – Vehicle No. 21128<br>**No. of years:** 7<br>**Kilometres:** 115,981 km<br>**Location:** Port Vila |
| **Vehicle 3** | |

| | |
|---|---|
| | **Make & Model**: Toyota Hilux – Vehicle No. 21918<br>**No. of years:** 8<br>**Kilometres:** 153,019 km<br>**Location:** Port Vila |

Terms & conditions may vary and will depend on the assessment undertaken by VNPF.

When making a submission, bidders must submit tender offers in the Tender Box located at the Vanuatu National Provident Fund office – VNPF Office - VFF Building and Ex-Post office in town (opposite ANZ Bank), Port Vila no later than 4:30 pm on Friday, 20 November 2026

All clarifications can be directed via email or contact below:

**Email:** Jamin.Ligo@vnpf.com.vu

**Mobile phone number:** **7584767**