PAD would like to invite qualified and interested Suppliers for the procurement of a rental Vehicle service

- Posted Date: Monday 26th, October 2026 (10 Days)
- Closing Date: Wednesday 04th, November 2026 3:00 pm (closed)
- Bid Bond:30000
- Location:Addis Ababa
- Bid Document Price:1000
- Bid Opening Date: Wednesday 04th, November 2026 3:30 pm
- Category: Cafe & Restaurant Services/ Vehicle Rent/

A. INVITATION TO TENDER
For transport service provide vehicle Rental for PAD’s Areas of Operations

Reference Number: PAD/043/26

Positive Action for Development (PAD) is an indigenous, non-governmental, non-profit, secular, and legally registered organization in the Ethiopian civil society organization with registration number 2330. The organization was established on
June 6/2011, with a mission to save lives, promote hope, end poverty, and achieve social justice through integrated and sustainable development approaches.

As part of the project implementation, PAD would like to invite qualified and interested Suppliers for the procurement of a rental Vehicle service as per the details below :

Lot 1 . Land Cruiser Mark II Transport service for Amhara , Tigray, Oromiya ,afar, Benishangul-Gumuz , Gambela Harari, Sidama South Ethiopia and Southwest Ethiopia , Central Ethiopia if our organization Requirement ,

Note that

- We will assess the availability of the vehicles after the evaluation, as it is one of the technical criteria for the bid.
- Partial Bidding is not acceptable for this tender.
- All pages of this bid document must be completed, signed, and stamped by a duly authorized representative of the Organization/Company. The fully completed document must be submitted to PAD along with the supplier's technical and financial documents. Failure to comply with this requirement will be at the Bidder’s own risk and may result in the rejection of the Bid.
- The delivery place of the item is at Addis Ababa PAD Head Office, located in Lemi Kura Sub-City, Woreda 13, House No. B005 |Around CMC Square, 500 meters from Menabert Real Estate, and the delivery time is a maximum of 10 calendar days.
- Performance Guarantee- the successful bidder shall be required to furnish a

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Performance Guarantee equivalent to 5% of the contract value in the form of a Bank Guarantee or CPO, prior to contract signing, which shall be payable to the purchaser as a compensation for any loss resulting from the supplier's failure to complete its obligations under the Contract or the purchase order issued. Failure to submit the guarantee within the specified timeframe will result in forfeiture of the award.

- If a supplier is eligible and willing to participate should deposit Bank Deposit Slip of Each, and ETB 1000 into the Commercial Bank of Ethiopia (CBE), Account Number 1000321092938, Account
- Name: Positive Action for Development (PAD), and can request the tender document by attaching or submitting the bank deposit slip.
- The Bank Deposit Slip original should be attached to the financial document of the bid document.

Requirements:

Interested eligible bidders must submit a written application along with copies of the following mandatory legal documents:

- Business registration certificate in the respective area.
- Renewed Business License in the respective area.
- Business Registration.
- TIN Certification.
- VAT Registration Certificate.
- Proof of track record in supplying similar items.
- Testimonies of related services.
- Capacity to supply the items.
- Quality Assurance Certificate from the respective authority.
- Bank Deposit Slip of ETB 1000 for into the Commercial Bank of Ethiopia (CBE), Account Number 1000321092938, Account Name: Positive Action for Development (PAD).
- Bid Bond: 30,000 Birr in the form of CPO.

All Quotations must be presented in English only.

Clarity of specifications and presentation of the bid offer, quality, delivery time, and value-for-money principles will be considered in the evaluation of the bid.

Positive Action for Development (PAD) reserves the right to accept or reject all or parts of the bids at any time without assigning any reason or reason whatsoever. Tenders submitted after the deadline will be automatically rejected.

The submitted Quotation could be used as the basis for a contract between your firm/institution and PAD.

- Bid Collection, Submission, and Deadline Dates October 26, 2026, to November 4, 2026, 03:00 PM (09:00 local time)
- Bid Collection, Submission, and Deadline Dates October 26, 2026, to November 4, 2026, 03:00 PM (09:00 local time)

A. Bid Document Collection Dates

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Interested suppliers are required to deposit a non-refundable fee of ETB 1000 into the Commercial Bank of Ethiopia (CBE), Account Number 1000321092938, Account Name: Positive Action for Development (PAD).

To request the bid document (available from October 26, 2026, to November 4, 2026, 03:00 PM (09:00 local time) suppliers must provide the bank deposit slip along with a copy of their valid ID and trade license through one of the following options:

- In Person: Submit the original deposit slip together with a copy of your ID and trade license to the PAD Procurement Office at our Head Office, located in Lemi Kura Sub-City, Woreda 13, House No. B005 | Around CMC Square,
  500 meters from Menabert Real Estate Tel: +251-90 940 1804.
- By Email: Send a request for the bid document to procurement@padethiopia.org , attaching the bank deposit slip, ID, and trade license, and clearly reference the bid reference number in your email (PAD/043/26) for specifying each lot.procurement@padethiopia.org Email or requests without these attachments will not be considered valid bid document requests.

B. Bid Document Submission and Closing Date

The completed technical and financial proposal documents shall be submitted in a separate sealed envelope in person, indicating ‘Bid Reference no.' in ‘Original’ and ‘Copy’ to our address in the bid box prepared for this purpose at PAD Head office, located in Lemi Kura Sub City Woreda 13 House no. B005 |Around CMC Square, 500 meters from Menabert Real Estate Tel: +251-91 408 8753. The closing deadline is November 4, 2026, at 03:00 PM (09:00 local time).

C. Bid Opening Date

The bid will be opened on November 4, 2026, at 03:30 PM (09:30 local time) at the PAD Head Office in Addis Ababa.

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