



REFERENCE NUMBER:

PG/PKM 246/26

**TITLE: LEASING OF A SMALL CAR FOR CONTRACTS
SUPPORT SECTION AT THE PARKS MANAGEMENT
DEPARTMENT WITHIN PROJECT GREEN**

Date Published:

18th March 2026

Site Visit:

N/A

N/A

Deadline for Submission of Offers:

25th March 2026

at 23:45 hrs CEST

Project Green

Avenue 77, Triq Negozju, Zone 3
Central Business District, Birkirkara CBD3010
<https://projectgreen.mt>

Section 1: Instructions to Economic Operators

- 1.1 Response to this RfQ is to be submitted by email on the following email address:
Procurement.pg@projectgreen.mt
- 1.2 All submissions will be dealt with in strictest confidence.
- 1.3 Participation Fee is Free.

Note: The Contracting Authority shall reserve the right to accept or reject offers exceeding €5,000 exclusive of VAT.

Section 2: General Information

2.1 Purpose

The purpose of this RfQ is **the Leasing of a Small Car for Contracts Support Section at the Parks Management Department within Project Green, for a period of 365 days.**

2.2 Scope and Terms & Conditions

N/A

The Contractor shall be subject to a penalty for delay of €50 per day inclusive of Saturdays, Sundays and Public Holidays for any delays over the period of performance stated above. The Contracting Authority reserves the right to terminate the contract without notice when the penalties reach a value amounting to 30% of the contract price.

2.3 Specifications

2.3.1 Cabin Information:

- Equipped with an air conditioning system
- Right hand drive
- Standard Monitoring equipment with all the instrumentation to enable the driver to have a full knowledge of the operational parameters of the van.
 - o Speedometer
 - o Tachometer
 - o Fuel gauge
 - o Oil pressure gauge
 - o Dual air pressure gauges
 - o Indication signal lights
- Central locking system
- Seating capacity: minimum of 4 passengers
- Transmission: automatic
- Fuel type: petrol, hybrid, or electric

2.3.2 Body Information:

- Colour: if possible white

2.3.3 Tyres and Steering:

- Tyres shall be heavy duty, cut resistant, radial type and all-weather tyres
- A spare wheel complete with wheel brace and jack, a spare tyre carrier, foldable warning triangle, as well as general hand tools normally supplied by the manufacturers
- Power steering system and equipped with a steering lock

2.3.4 Safety:

- Air bags
- Full maintenance and servicing included
- Comprehensive insurance coverage
- Roadside assistance availability

2.3.5 A replacement car must be available during servicing and breakdowns

2.3.6 The Contractor must meet the below requirements:

- A copy of a Valid VRT Certification of the mentioned city car shall be provided (whenever requested)
- Repair service response time within 3 hours from notification issued by the Officer in Charge (OIC) of the Contracting Authority (CA)

2.3.7 Bidders are expected to provide logbook of vehicle when submitted their quote.

2.4 Execution Period

2.4.1 The time-limit for the execution of the contract shall be three (3) days from the date of the Purchase Order.

Section 3 Financial Offer

3.1 Financial Offer

The Economic Operator shall fill-in and submit their offer by filling the Form marked as '[Financial Bid Form](#)'. The Contracting Authority reserves the right to disqualify bidders who fail to submit or provide all the requested information requested in the '[Financial Bid Form](#)'.

Economic Operators must quote all components of the price inclusive of taxes/charges, customs and import duties and any discounts BUT excluding VAT. VAT shall be paid in accordance with the current VAT regulations.

3.2 Criteria for Award

3.2.1 The sole award criterion will be the price. The contract will be awarded to the bidder submitting the cheapest priced offer satisfying the requested administrative and technical criteria.

The Contracting Authority reserves the right to accept or reject financial offers exceeding the estimated procurement value based on the current market rates.

The Contracting Authority reserves the right to disqualify offers received late even though they might be technically and financially compliant (please refer to the cover page of this RfQ for the respective deadlines).

Furthermore, the Contracting Authority reserves the right to refuse or cancel this RfQ, in part or in full, at its discretion without any obligation.

3.3 Clarification meeting / Site-visit

3.3.1 No Clarification meeting/site visit will be held.

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