

QUALITY CONTROL PLAN

MAR #: SAH 002-2021	Tender #: SAH 002-2021
MAR Description: Transportation Services Master Agreement – Mercy Corps Yemen	

Essential Specifications and Testing Requirements

	Parameter	Testing Method	Performed / Reviewed by:
1	Cars model & Year of Manufacture	Visual Check & Vehicle Purchase Documents	Operation Officer - Logistics
2	Comprehensive insurance	Certificates	Operation Officer - Logistics
3	GPS services	Visual – IT System	Operation Officer - Logistics
4	Maintenance services – Workshop	Visit site	Operation Officer - Logistics
5	Sufficient and trained drivers	Docs, Driving Licenses, CV/Experience	Operation Officer -Logistics
6	Safety Features		
	Electric Brake- force Distribution (EBD) Electric Stability Program (ESP) Electric Brake Assist (EBA) Anti - Lock Braking System (ABS) Air Bags Central Locking Safety Seat Belts	Visual Check & Vehicle Purchase Documents	Operation Officer - Logistics
7	Body		
	Body Type (SUV & Sedan) Seating Capacity (4 - 7 pax) Doors (4 -5 doors) Colour (White , Silver, Black, Grey, Brown)	Visual Check & Vehicle Purchase Documents	Operations Officer - Logistics
8	Additional Features		
	Air Conditioning Power Steering Power Windows Tinted Windows Electric Mirrors AM/FM Radio Fog Lights Front Fog Lamps Cup Holders Arm Rests	Visual Check & Vehicle Purchase Documents	Operations Officer - Logistics
9	Engine		
	Displacement (2000cc - 3000cc for4x4 , 1300cc - 1500cc for Sedan) Fuel System Fuel Type : Petrol Cylinders (4-6)	Visual Check & Vehicle Purchase Documents	Operations Officer - Logistics

Valves per Cylinder (4-6)		
10 Transmission		
Drive Terrain (4WD) and (FWD) Type : Manual/Automatic Gears : 5 – 6 Drive Setup : Left Hand Drive	Visual Check & Vehicle Purchase Documents	Operations Officer - Logistics
11. Fuel Storage		
Fuel Storage and availability of pumping stations	Site Visits	Operations Officer - Logistics

Contract Testing Requirements

- All required vehicles should be checked during delivery and all above requirement should be included with car.
- For drivers, vendor should provide MC with an official letter explaining the fitness and experience of each.

vehicle rental services

Vehicles should be tested	Frequency	Percent of tested sampling that needs to fail for the entire order to be considered non-conforming (%)
Insurance Coverage	Per Request/Order	Each vehicle to be tested independently
Drivers should have company certificates with fitness and valid driving license, including defensive driving training course certificate.	Per Request/Order	Each driver details to be checked independently
First Aid Kit & Safety Tools	Per Request/Order	Each vehicle to be tested independently

Non-Conformance

- Vendor will be responsible for replacing any non-conforming vehicle or driver at his own cost with no obligation to MC Yemen. Vendor should recourse to MC in case of non-conforming report received regarding services that are not conforming to the requirement.