

To: Corporate Fleet and Leasing Department
Vehicle Leasing Providers — Muscat and Sohar, Sultanate of Oman

Subject: Request for quotation — corporate lease of medium sedan for 12-month and 24-month terms (handover window 1 Nov 2026 to 10 Nov 2026)

Dear Sir or Madam,

Venture Alliance Integrated LLC invites your organisation to submit a competitive corporate quotation for the operating lease of one medium sedan. The scope includes a six-month option to call off one to two additional units at the contracted monthly rate. We request comparative monthly rates for both a **12-month (one-year)** term and a **24-month (two-year)** term, with handover scheduled between **1 Nov 2026 and 10 Nov 2026**.

To support an equal comparison across providers in Muscat and North Al Batinah (Sohar), this invitation comprises two enclosed documents:

1. **RFQ specification (CORP-VAI-PRC-OM-SM-X-0001):** defines the eligible sedan classes (**Category M1: 1.8 L to 2.0 L** and **Category M2: 2.4 L to 2.5 L**), condition tiers (**Condition A: 2025–2026 brand-new** and **Condition B: 2024–2026 fleet up to 25 000 km**), annual mileage pooling (48 000 km/year base and 60 000 km/year or unlimited option), and Muscat and Sohar service terms.
2. **Vendor quotation return form (CORP-VAI-PRC-OM-FM-X-0001):** a one-page fillable and printable sheet for recording monthly rates, offered models, mileage basis, insurance deductibles, and handover or branch collection terms.

Vehicle handover may take place at our office in **Azaiba, Muscat**, at **Sohar Port / Falaj Al Qabail, Sohar**, or by collection from your Muscat or Sohar branch office. Monthly lease charges are settled by corporate bank transfer within **30 days** of receipt of a valid Oman tax bill.

Please submit your quotation by **3 Nov 2026 at 17:00 GST** either online via **<https://rfq.venturealliance.om>** or by emailing the completed form (CORP-VAI-PRC-OM-FM-X-0001) to **procure@venturealliance.om** with copy (cc) to **ajith@venturealliance.om** and **sruthi@venturealliance.om**.

Yours faithfully,

Procurement and Fleet Administration

Venture Alliance Integrated LLC ·
procure@venturealliance.om

Authorised Signatory

Venture Alliance Integrated LLC · cc:
ajith@venturealliance.om · sruthi@venturealliance.om

Enclosures: (1) CORP-VAI-PRC-OM-SM-X-0001 Rev P01 — RFQ specification; (2)
CORP-VAI-PRC-OM-FM-X-0001 Rev P01 — Vendor quotation return form.