



Rah-e-Rahnaward
Social Welfare
Organization

Request for Quotation (RFQ)

For

Provision of Tool Kits for Kitchen Gardens, Small Green Houses, Fruit Processing Kits, Embroidery Kits , Tailoring Kits and Hygiene Kits for Herat Province

Date of RFQ Issued: 31 December 2023

RFQ No: RFQ-12-HRT03

Issued by:

Rah-e-Rahnaward Social Welfare Organization (RRSWO)

House # 21, Radio Killid Street – Klola Pushta , Behind the First Micro Finance Bank

Kabul – Afghanistan

31 December 2023

Introduction:

RRSWO (Rah-e-Rahnaward Social Welfare Organization), is a Non-Governmental and Non-Profitable organization established in 2011 with registration no.(3482) with Ministry of Justice and later registered with Ministry of Economy in 2019 (4865) as historic opportunity to jump-start progress for women and girls in Afghanistan. RRSWO acts on the fundamental premise that women and girls have the right to live a life free of discrimination, violence and poverty, and that gender equality is central to achieving development with reach, sizable expertise and significant resources. For too long, women have been forced to stand on the sidelines, whether the issue is political leadership, safety in conflict zones, protection from violence or access to public services. Now women must come to the center as leaders, advocates and agents of change.

Description:

Rah-e- Rahnaward Social Welfare Organization (RRSWO) needs suppliers to provide the following Tool Kits for Beneficiaries in Herat Province.

The quantity and details of required Tool Kits are as per following

S. N.	Item Description & Details	Unit	Qty	Unit Rate Inclusive tax in AFN	Total Amount inclusive tax in AFN	Remarks
Kitchen Garden Kits	Gardening Tool Kits For Home Garden: Cultivator, Fork, Trowels, Weedier, Garden Gloves, Pruner, Scissors, vegetable Seeds Packet, ابزار باغبانی برای باغچه خانگی شامل: (داس خیشاوه ، چنگال، بیلچه، رمبه، دستکش باغبانی، قیچی، بسته بذر سبزیجات)	Kit	120			
Small Greenhouse	plastic greenhouse with Wooden frame size (6x3x1.8)meter گلخانه پلاستیکی با چوکات چوبی به سایز (6x3x1.8) متر	PC	8			
Gardening Kits for Small Green Houses	Gardening Tool Kits for Small Green Houses (Cultivator, Fork, Trowels, Weedier, Garden Gloves, Pruner, Scissors, vegetable Seeds Packet, ابزار باغبانی برای سبز خانه های کوچک شامل: (داس خیشاوه ، چنگال، بیلچه، رمبه، دستکش باغبانی، قیچی، بسته بذر سبزیجات)	Kits	120			
Fruit Processing Kits	1 Blender, 1 grater , 1bowl, 1 cleaver, 1 cup, 1 cutting board,1 chef's knife,1 gas stove, 1 big pan, 1 colander, 1 cutlery, plate, 1مخلوط کن، 1 رنده، 1 کاسه کلان، 1 کارد آشپزی کلان، 1 درجن بیاله، 1 عدد تخته برش، 1 چاقوی آشپزی، 1 اجاق گاز، 1 عدد دیگ کلان، 1 عدد چلو صاف کلان، 1 سیت کارد و پنجه، 1 عدد غوری کلان،	Kit	120			

Embroidery	1pcs Imitation Bamboo embroidery hoop,1set of enough colored threads, 5 PC(meter) embroidery fabric with pattern, 2pack embroidery needles, 10 pc instruction کارگاه خامک دوزی از چوب بانس و یا معادل آن 1 عدد، 1 قوطی تار خامک دوزی با رنگ های مختلف، تکه مخصوص خامکدوزی (گراف) 5 متر ، 1 درجن سوزن خامک دوزی، پارچه آموزش یا طرح خامکدوزی 10 عدد		70			
Tailoring Kits	1PC Sewing machine with box and cover, 1PC scissors, sewing needle 1small pack, thread - 1 box, sewing machine needle 1pack , normal needle 1 pack , 30 meters of cotton cloth for each package ماشین خیاطی معه قوطی و پوش ، قیچی ، کج خیاطی ، تارخیاطی یک قوطی ، سوزن ماشین خیاطی یک پاکت، سوزن عادی یک بسته ، 50 متر تکه کتان برای فی بسته	Kit	50			
Hygiene kits	Plastic Ziploc Bag1, Hand Sanitizer - Antibacterial (2oz), Soap - Antibacterial Bar1, Razor (duel blade with lubricant strip) 1, Personal Tissue Pack1, Comb1, Toothbrush1, Toothpaste with Fluoride (1.5oz)1, Cleaning Towelette1,Sanitary Napkin 1Pack کیت پلاستیکی لوازم بهداشتی شامل- ضدعفونی کننده دست - صابون آنتی باکتریال (2 اونس)، - 1، تیغ یکبار مصرف با نوار روان کننده) 1 بسته ، بسته دستمال شخصی 1، شانه 1، برس دندان 1، کریم دندان حاوی فلوراید (1.5 اونس) 1، رویاک سایز متوسط 1 ، نوار بهداشتی مخصوص بانوان - 1 بسته	Kit	500			
Total Amount for Supply of Goods to Purchaser (Including Taxes in Afghani)						
Total Amount in words						
Delivery Offered						
Signature of Supplier	Supplier's Stamp:					
Name of Supplier	Date:					

Details of Required Tool Kits

The Terms and Conditions

1. The quotations must be delivered to the office on or BEFORE 2:00PM of 5 January 2024.
2. Any quotation received later than the scheduled time will be rejected and returned unopened.
3. The supplier must have a valid business license.
4. The quotation provided by the supplier must include the cost of delivery, transportation, insurance, and any other charges such as handling, loading, and unloading, Freight cost and transportation of the specified items to the training centers.
5. All quotations must be valid for a period of twenty (20) days from the closing date of the Request for Quotations.
6. In the case of any arithmetical discrepancy between the Unit Rate and the Total Amount quoted, then the Unit Rate shall prevail both for the evaluation of quotations and for the subsequent Purchase Order.
7. Depending on the final requirement, the quantities shown may increase or decrease by fifteen percent (15%) and this shall be reflected in the Purchase Order.
8. There will be no public opening of quotations; the Purchaser is not bound to accept the lowest quotation and reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
9. The evaluation of the quotations will be done for all items together, and quotation should be for the full quantity for the item; quotations for less than full quantity for an item will not be considered
10. The quotation shall be completed and signed by an authorized representative of the Supplier.
11. The prompt delivery of goods will be considered during the bid evaluation process.
12. Quotations must be submitted according to the stipulated specifications.
13. Quotations must be submitted using the format provided by RRSWO.
14. The supplier's name and address must be clearly written on the quotation envelope.
15. The supplier must sign and affix a company stamp on their bid documents.
16. The purchase order/contract will be awarded to the bidder with the lowest responsive quotation in terms of price, delivery time, as determined by the committee.
17. Supplier quotations must be original and not copies.
18. The quotation provided should be the supplier's best and final offer, as RRSWO will not entertain any changes in price afterward.
19. Only winning supplier will receive formal notification after evaluation.
20. Payment for goods and services will be made upon delivery to the designated location, as well as compliance with the terms of the purchase order/contract and submission of the correct invoice.
21. RRSWO will not make any deposits or advance payments to the supplier.
22. The supplier must have a satisfactory performance record.
23. Late offers will not be eligible for consideration and will be rejected.
24. All costs and price figures must be presented in Afghani.
25. All quotations should be submitted in sealed envelope along with all the required documents and must be properly labelled with the RFQ reference.
26. RFQs should be submitted in hard copies to the following RRSWO office address.
27. The award will be given to the offeror whose RFQ represents the best value to the project after evaluation according to the stated criteria in the solicitation.
28. In accordance with government withholding tax law, RRSWO will withhold 2% from suppliers with a valid business license and 7% from suppliers without or with expired business licenses.
29. the Supply of the goods shall be completed within **10 Days (10) days** from the date of acceptance of the Purchase Order, or the signing of the contract (if applicable);

30. after completion of the supply of the goods, the Supplier shall submit an original Invoice, and a copy of update business license to the Purchaser; the invoice shall show the cost of the goods and Taxes separately;
31. payment of the Invoice shall be arranged by the Purchaser, within **Thirty (30) days**, but only against the actual supplied quantities of goods as listed in the Purchase Order;

Documentation Required with the Submission of the Quotation:

The Supplier shall attach the following documents to its quotation:

- 1- Hard Copy Update Business license
- 2- Hard Copy price list with Stamp
- 3- Further conditions will be mentioned in the agreement with the successful bidder

The timeline of the RFQ is as follows:

Request for Quotation Issuance Date: **31 December, 2023**

Last Date of Submission of RFQ: **5 January, 2024**

Submission Guideline:

Interested suppliers must submit the quotations in sealed envelopes to the address prior to the deadline, no late quotations will be considered.

Submission Address:

Kabul Office:

House # 21, Radio Killid Street, Behind the First Micro Finance Bank, Klola Pushta – Kabul

Contact telephone: +93 (0) 789 780 033 063/ **Email add:** fareedrahimi2004@gmail.com

Herat Field Office:

District 1, House # 50, Ibn-e-Sina 28 , Jade Mahbas – Herat City

Contact telephone: +93 (0) 798431686/ **Email add:** khair.jalali2018@gmail.com