

## REQUEST FOR QUOTATION (RFQ)

### Provision of the Small Green Houses

REFERENCE: <a href="#">FGA-RFQ-2024-002</a>	Date: <a href="#">January 3, 2024</a>
<u>District # 2, Burge Barq#35, Qare Jane Shaheed Street , House#14, Nangarhar, Afghanistan.</u>	

#### SECTION 1: REQUEST FOR QUOTATION (RFQ)

FGA kindly requests your quotation for the [Provision of the Small Green Houses](#), detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section /1: This request letters

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial

Offers

Please be guided by the RFQ Instructions and Data when preparing your quotation. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer by the method and date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations. Issued by:

Procurement Department  
[FutureGenerationsAfghanistan](#)

**SECTION 2: RFQ INSTRUCTIONS AND DATA**

<b>Introduction</b>	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by FGA.</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by FGA. FGA is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>FGA reserves the right to cancel the procurement process at any stage without any liability of any kind for FGA upon notice to the bidders or publication of cancellation notice.</p>
<b>Deadline for Questions</b>	<b><u>January 6, 2024, 4:00 PM</u></b>
<b>Deadline for the Submission of Quotation</b>	<b><u>January 10, 2024, 4:00 PM</u></b>
<b>Method of Submission</b>	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Courier / Hand delivery</p> <p>Bid submission address: <b>Offers shall be submitted to the FGA Eastern Region, Nangarhar office at the below-mentioned address by the deadline.</b></p> <p><u>Add: District # 2, Burge Barq#35, Qare Jane Shaheed Street, House#14, Nangarhar, Afghanistan.</u></p> <ul style="list-style-type: none"> <li>▪ Mandatory subject of the email: <b>RFQ for <u>Provision of the Small Green Houses.</u></b></li> <li>▪ <b>Place the quotation file along with other annexes in a sealed pocket.</b></li> <li>▪ <b>Offers submitted by email will not be accepted.</b></li> </ul>
<b>Cost of preparation of quotation</b>	FGA shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
<b>Supplier Code of Conduct, Fraud, Corruption</b>	All prospective suppliers must read the FGA quotation form conditions and acknowledge that it provides the minimum standards expected of suppliers. Moreover, FGA strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of FGA vendors, and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation.
<b>Gifts and Hospitality</b>	Bidders/vendors shall not offer gifts or hospitality of any kind to FGA staff members, including recreational trips to sporting or cultural events, theme parks, or offers of holidays, transportation, or invitations to extravagant lunches, dinners, or similar. In pursuance of this policy, FGA: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either

	indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing an FGA contract.
<b>Conflict of Interest</b>	<p>FGA requires every prospective Supplier to avoid and prevent conflicts of interest by disclosing to FGA if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders of the bidding entity or key personnel who are family members of FGA staff involved in the procurement functions any Implementing Partner receiving goods and/or services under this RFQ.</p>
<b>General Conditions of Contract</b>	Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract.
<b>Commitment To the FGA Code of Conduct</b>	The contractor should read & sign the FGA code of conduct and agrees to never engage in or tolerate any form of harassment, discrimination, physical or verbal abuse, intimidation, or favoritism in the workplace, including sexual and psychological harassment and abuse, respecting the rules that apply to me (especially Internal Rules) on these issues.
<b>Eligibility</b>	<p>A vendor who will be engaged by FGA may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to FGA whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by FGA.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by FGA.</p>
<b>Currency of Quotation</b>	Quotations shall be quoted in <a href="#">AFN Currency</a>
<b>Duties and taxes</b>	<p>All quotations shall be submitted both gross and net of any direct BRT (Business Revenue Tax) taxes.</p> <p>2% for all eligible and valid license holding vendors, and 7% for all non-valid license holding or no license at all vendors.</p> <p>All prices must also include all duties, transportation, loading and unloading costs.</p>

<b>Language of quotation</b>	English Annexes shall be given in English. Supporting documents and standard registration documents can be submitted in English or Dari/Pashto.
<b>Documents to be submitted</b>	Bidders shall include the following documents in their quotation: Annex 2: Quotation Submission Form duly completed and signed Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 <ul style="list-style-type: none"> <li>• Company Profile.</li> <li>• Registration certificate;</li> <li>• List and value of projects performed in related fields for the last 1 year plus client's contact details who may be contacted for further information;</li> <li>• List and value of ongoing Projects and other national/multi-national organizations with contact details of clients.</li> <li>• Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of the Contract value in a similar field;</li> </ul>
<b>Quotation validity period</b>	Quotations shall remain valid for 40 days from the deadline for the Submission of Quotation.
<b>Price Variation</b>	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
<b>Partial Quotes</b>	Not Permitted
<b>Payment Terms</b>	After completing the successful delivery of all <u>Green Houses items</u> , and the technical team verification report for all items (100%), donor verification, and invoice receipt by FGA for the mentioned items.

<b>Contact Person for correspondence, notifications and clarifications</b>	Please ask the question at the following contact number/email address: 0093 771409065 <a href="mailto:fga.procurement@future.edu">fga.procurement@future.edu</a>
<b>Evaluation Criteria</b>	<ul style="list-style-type: none"> <li>• Full compliance with all requirements as specified in Annex 1.</li> <li>• Full acceptance of the General Conditions of Contract.</li> <li>• Comprehensiveness of sales and support services.</li> <li>• Earliest Delivery /shortest lead time</li> </ul>
<b>Right not to accept any quotation</b>	FGA is not bound to accept any quotation nor award a contract or Purchase Order
<b>Policies and procedures</b>	This RFQ is conducted in accordance with the <a href="#">FGA Procurement Manual</a>

## ANNEX 1: SCHEDULE OF REQUIREMENTS

The project aims to provide immediate support to people through immediate short-term support for VST students to selected beneficiaries. Under the terms of the project, the supplier shall be responsible for the supply of acceptable goods according to table specifications confirmed by necessary written references and certificates and arranging transportation of the mentioned items in the Wardak province.

### ADDITIONAL REQUIREMENTS

- The supplier will be responsible for supplying the Green Houses all items with the requirements and type per specifications laid out within this document.
- The Green Houses items that does not meet the Minimal and Special Requirements above will be rejected by the Project consultant.
- The Green Houses items will be checked and accepted/rejected by a project consultant.
- All chosen Green Houses items must be approved by a project consultant before being accepted for the project.
- The project will not be liable for any goods that will be damaged during delivery.
- The supplier shall take care of their Green Houses items for any damages or losses.

### Delivery Requirements

Delivery Requirements	
<b>Delivery date and time</b>	The bidder is required to provide all the quoted items within 10 to 15 days after the contract is signed.
<b>Delivery locations</b>	<u>Khas Kunar, Nari, and Asad Abad districts of the Kunar province.</u>

**ANNEX 2: QUOTATION SUBMISSION FORM**

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it, and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted, and no substitutions shall be accepted.

**Company Profile**

Item Description	Detail
Legal Name of Bidder:	
Contact Details:	
Email Address/ Website:	
Legal Address, City, Country:	
Year of Registration:	
Bank Information:	Bank Name: Bank Address: IBAN: SWIFT/BIC: Account Currency: Bank Account Number:

**ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS**

Bidders are requested to complete this form, sign it, and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted, and no substitutions shall be accepted.

Name of the Bidder:		
RFQ Reference:		Date:

Currency of the Quotation: <b>AFN</b>																																	
No.	Description	Unit	Quantity	Unit Price AFN	Total Price AFN																												
1	<p><b>Small Green Houses</b>  <b>Specifications:</b>            Kitchen Garden (5-Meter Length x 3-Meter-Wide x 2.5-Meter Height) - Cover 15-Meter Square Area            Total 50 Green Houses, and each Green House should have the following items/specifications:</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Quantity - Unit</th> </tr> </thead> <tbody> <tr> <td>Pipe (Galvanize) 1.25 inch for arch (IS Standard)</td> <td>36 - Meter</td> </tr> <tr> <td>Pipe (Galvanize) 1 inch for Arch top and two side supporter (IS Standard))</td> <td>18 - Meter</td> </tr> <tr> <td>Pipe (Galvanize) 1.5 inch for under the ground 8 piece each 0.5 meter (IS Standard)</td> <td>4 - Meter</td> </tr> <tr> <td>Clamp (Galvanize) for pipe 1 inch (IS standard)</td> <td>12 - PCs</td> </tr> <tr> <td>Hose pipe for both side of kitchen gardening 1/2 inch (plastic made)</td> <td>10 - Meter</td> </tr> <tr> <td>Screw nut for tying cover plastic with net (4 mm)</td> <td>0.5 - Kg</td> </tr> <tr> <td>Nut and bolt 12 mm</td> <td>12 - PCs</td> </tr> <tr> <td>Wire Polestar 2.8 mm for tying of the plastic</td> <td>2 - Kg</td> </tr> <tr> <td>Plastic Sheet 200-mile micron 5% UV with white color (10Meter wide), vendor Should provide grantee certificate for at least 5 years</td> <td>9 - Meter</td> </tr> <tr> <td>Insect Proof Net plastic (Grade 1) for ventilation both side (4 Meter wide)</td> <td>10 - Meter</td> </tr> <tr> <td>Fabrication</td> <td>1 - Each</td> </tr> <tr> <td>Small Door</td> <td>1 - Each</td> </tr> <tr> <td>Installation and Transportation</td> <td>1 - Each</td> </tr> </tbody> </table> <p><b>Note:</b> The vendor/company should prepare/install all green housed at Khas Kunar, Nari, and Asad Abad districts of Kunar province, considering delivery/transportation services while pricing.</p>	Description	Quantity - Unit	Pipe (Galvanize) 1.25 inch for arch (IS Standard)	36 - Meter	Pipe (Galvanize) 1 inch for Arch top and two side supporter (IS Standard))	18 - Meter	Pipe (Galvanize) 1.5 inch for under the ground 8 piece each 0.5 meter (IS Standard)	4 - Meter	Clamp (Galvanize) for pipe 1 inch (IS standard)	12 - PCs	Hose pipe for both side of kitchen gardening 1/2 inch (plastic made)	10 - Meter	Screw nut for tying cover plastic with net (4 mm)	0.5 - Kg	Nut and bolt 12 mm	12 - PCs	Wire Polestar 2.8 mm for tying of the plastic	2 - Kg	Plastic Sheet 200-mile micron 5% UV with white color (10Meter wide), vendor Should provide grantee certificate for at least 5 years	9 - Meter	Insect Proof Net plastic (Grade 1) for ventilation both side (4 Meter wide)	10 - Meter	Fabrication	1 - Each	Small Door	1 - Each	Installation and Transportation	1 - Each	Green Houses	50		
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