



The Welfare Association for the Development of Afghanistan (WADAN)
Provision of Food Baskets to Vulnerable People in Herat and Laghman
Request for Quotation

WARNING:

Prospective offerors, who have received this document from a source other than the WADAN, should immediately contact WADAN and provide their name and mailing address in order to do the necessary amendments to the RFP or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued to offerors via email.

SYNOPSIS OF THE RFQ

RFQ No.	WDN/AHF-FS-2024/001.
Issue Date	January 04, 2024
Title	Provision of Food Baskets for Vulnerable People in Herat and Laghman
Issuing Office	WADAN Operations Unit
BID Currency	United States Dollars
Deadline for Receipt of Questions	January 14, 2024 at 04:00 PM local time All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email to bashir.kamran@wadan.org
Deadline for Receipt of Proposals	Quotations are due in Kabul no later than 4:00 PM local time on January 17, 2024 at 04:00PM local time. Hard copies should be submitted to the addresses given in the RFQ and Soft copy of quotation via email to bids@wadan.org .
Point of Contact	For Questions: bashir.kamran@wadan.org For Submission: bids@wadan.org
Anticipated Award Type	Purchase Order (PO)
Basis for Award	An award will be made based on the best value method. The award will be issued to the responsible and reasonable offeror, who provides the best value to WADAN and its client using a combination of technical and cost/price factors.

INTRODUCTION:

The Welfare Association for the Development of Afghanistan (WADAN) is a non-governmental, non-political, not for profit and independent organization, operating in 34 provinces of Afghanistan in health, education, community development and others. We are currently implementing a number of projects in different regions of Afghanistan.

SUMMARY:

WADAN is providing critical assistance in two provinces: Laghman and Hirat. Our primary focus will be on two districts in each province, namely Alishang and Alingar in Laghman, and Injil and Guzara in Hirat. These districts have been identified as priority areas by both the Afghanistan ICCT Winter Prioritization 2023 and FSAC (Food Security and Agriculture Cluster) prioritization.

WADAN's intervention strategy involves the distribution of food assistance (in-kind) to households falling within IPC Phase 3. WADAN plans to distribute these essential food baskets to a total of 4,680 households in three rounds during December, January, and February. This effort will specifically target 1,170 households in each of the selected districts. WADAN will be prioritizing the most deserving and vulnerable individuals through close collaboration with regional clusters, local Shuras, civil activists, and influential community figures.

This targeted approach ensures that our assistance reaches those in urgent need, aligning with the broader efforts of the humanitarian community and local stakeholders to address food security challenges in the identified priority areas.

Project Location:

The Food Security project will be implemented in the following districts:

S. No	District Name	Number of Households (One Food Basket for one Household)	Remarks
1	Guzara	1,170	
2	Injil	1,170	
1	Alishang	1,170	
2	Alingar	1,170	

MINIMUM ELIGIBILITY REQUIREMENTS VENDORS:

To qualify for this RFQ, the vendor must:

- Hold a Valid Business License for Supply Or Logistics.
- At least One Similar Contract.
- Accept Bank Payment with Bank Account on Company Name
- Accept all WADAN terms and conditions and provide all information as requested in Annex A of this RFQ.

- Company TIN
- President NID

TAXES:

Withholding Tax on Subcontractor:

- Government withholding Tax: Pursuant to Article 72 in the Afghanistan Tax law effective March 21, 2009.
- WADAN is required withhold "contractor" taxes from the gross amount payable to all Afghan for-profit subcontractor/vendors with aggregate amount of AFN 500,000.00 or greater and transfer this to the Ministry of Finance. In accordance with this requirement, WADAN shall withhold 2% tax from all gross invoices from subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce License.

DISCLAIMERS AND PROTECTION CLAUSES:

- WADAN may cancel solicitation and not award and may reject any or all responses received.
- Insurance of solicitation does not constitute award commitment by WADAN.
- WADAN reserves the right to disqualify any offer based on offeror failure to follow solicitation instructions.
- WADAN will not compensate offerors for responses to solicitation and reserves the right to issue award based on initial evaluation of offers without further discussion.
- WADAN reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition
- WADAN will be contacting offerors to confirm contact person, address and that bid was submitted from solicitation

CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

- a) The offeror certifies that--
 - The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror, including but not limited to subsidiaries or other entities in which offeror has any ownership or other interests, or any competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;
 - The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror, including but not limited to subsidiaries or other entities in which offeror has any ownership or other interests, or any competitor before bid opening or contract award (in the case of a negotiated or competitive solicitation) unless otherwise required by law; and
 - No attempt has been made or will be made by the offeror to induce any other concern or individual to submit or not to submit an offer for the purpose of restricting competition or influencing the competitive environment.
- b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

- Is the person in the offeror's organization responsible for determining the prices being offered in this bid, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
 - Has been authorized, in writing, to act as agent for the principals of the offeror in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above;
- I. As an authorized agent, does certify that the principals of the offeror have not participated, and will not participate, in any action contrary to subparagraphs (a) (1) through (a)(3) Above; and as an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.
- c) Offeror understands and agrees that --
 - Violation of this certification will result in immediate disqualification from this solicitation without recourse and may result in disqualification from future solicitations; and
 - Discovery of any violation after award to the offeror will result in the termination of the award for default.

OTHER CONDITIONS:

1. The provider company should be legally registered and affiliated with the Government and have a registration certificate and company bank account.
2. The company has to provide the quotation according to the specification of an official quotation form of WADAN.
3. Prices should be given in Afghani and must include all duties, transport cost, loading and unloading costs. Offers without sign and stamp will not be accepted
4. The company has to provide the contracted items for WADAN on the head of time and no delay is accepted in delivery. In case of delay without any logical reasons in delivery of items or completion of work, 0.5% of total cost of undelivered items/unperformed work will be charged as penalty for each day of delay.
5. The RFQ and the orders will be distributed to suppliers either by sending in their email ID or giving them an as hard copy.
6. If the submission is in hard-copy, the company must mention its full ID at the back of the envelope and envelope is seal /lock and stamped in which they submit their RFQ and quotations.
7. An amount of 2% tax will be deducted from the total amount of the contract from company who have a Business License.
8. The payment of the procurement will be done via Bank or Check basis to the company after completion of the procurement and validation of procurement committee of WADAN.
9. The supplier should submit the proven experience with the application to WADAN's procurement unit.
10. WADAN will not be responsible for any changes occurred during the contract such as increment in custom duties, exchange rate etc...
11. The Contract quantity is flexible, i.e., can be increased or decreased based on program requirements. Per Unit cost of contract is valid and it will apply to the total requested quantity of contract.

PAYMENT:

The vendor will be paid after dispatching the food baskets to 4,680 households to the above-mentioned districts during the course of three months or after the completion of each batch.

Sample Check:

Following the bid opening process, vendors meeting the minimum criteria will be invited to undergo a technical evaluation. As part of this evaluation, vendors will be requested to provide samples of the items for further scrutiny.

SELECTION CRITERIA:

The selection criteria of the vendors are based on having the best quality, lowest price and relevant experience.

S. No	Description	Evaluation Score	Remarks
1	Financial Cost	50	Lowest Quote
2	Quality	30	Sample Check
3	Relevant Experience	20	Similar Contracts
Total Score		100	

SCOPE OF WORK FOR SERVICES OR TECHNICAL SPECIFICATIONS

Please refer to ANNEX A (Financial Costing)

Closing Date:

The CLOSING DATE for Submission of RFQ is: January 17, 2024.

QUESTIONS:

Interested bidders can submit their questions to the following email address or contact the below number.

Email: bashir.kamran@wadan.org

Phone: +93772863115

SUBMISSION OF GUIDELINE:

Companies willing to submit their RFQs in hard copies should submit/bring their documents in a Sealed Envelope to the following address.

WADAN's Head Office: (Opposite Ministry of Commerce & Industries, Darul Aman Road). Operations Unit:
Phone: +93797873742

or in soft copies to email: bids@wadan.org

BIDDER'S ACKNOWLEDGEMENT:

I Certify having read all pages of RFQ and attachments, understood and accepted the above-mentioned terms and conditions for the initial RFQ and will finish the logistical work in days certified to supply the contracted items accordingly.

Name of the Business: _____ Completion period: _____

Location: _____

Date: _____ Signature and Stamped: _____



ANNEX A - FINANCIAL COSTING:

The Food Security Project Financial Cost is Valid for Per Unit Base, Payment will be done on actual assessment quantity i.e., actual distribution done by the company and certified by the relevant quality control committee, Food Security and Agriculture Cluster, and relevant government authority.

Note: Interested vendors are invited to submit their cost proposals for providing one Food Basket, taking into consideration the pricing list provided below. Please note that the total number of Food Baskets required is anticipated to be 4,680. although this number may be subject to change. The proposed Financial Cost should be comprehensive and inclusive of all applicable taxes.

Please quote your prices in United States Dollar

S. No	Items	Unit	Quantity	Unit Price including Tax and Transport In USD	Remarks
The provided package is designed to cater to a single household.					
1	Wheat Flour (High Quality Kazaki)	KG	50		
2	Vegetable Oil (High Quality)	Liter	4		
3	Pulses (دال) (Good Quality)	KG	4		
4	Salt (Good Quality)	KG	0.5		
Grand Total Including Tax (USD) for One Package					
Grand Total Including Tax (USD) for Total Package				14040	