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**MOVE AGAINST POVERTY OF WOMEN ORGANIZATION-(MAPWO)**

**RFQ#:** RFQ-MAPWO-2024-014

**Subject:** Emergency support to the survivors of Flood in Baghlan, Afghanistan

**Location:** Baghlan Province, Burka & Nahrin Districts.

**SUMMARY:**

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| RFQ Number | RFQ-MAPWO-2024-014 |
| RFQ Title | Emergency support to the survivors of Flood in Baghlan, Afghanistan.  Procurement and distribution of Baby food, Emergency Shelter and Non-Food Items (NFI) - Kitchen Utensils items. |
| Issue date | May 23-2024 |
| Submission date | May 30-2024 |
| Submission method | Hard Copy (Sealed Version) |
| Quotation Validity | 30 days |

**About MAPWO:**

Move Against Poverty of Women Organization (MAPWO) is a not-for-profit, non-political, and non-governmental humanitarian organization. MAPWO was established in 2016 to work alongside other national and international partners for provision of education, health, and other social services aiming to reach the most unreached and highly underserved pockets of the society and women empowerment focusing on alleviating the sufferings of the most vulnerable groups of the society in different community structures such as rural, urban, IDPs, returnees, etc. Since its establishment, MAPWO has worked hard to implement projects that ensure people’s access to quality and equitable education and health and other basic life services with focus on vulnerable group of society (women and girls).

**INSTRUCTIONS AND RESPONSIBILITIES:**

**Purpose:** Emergency support to the survivors of Flood in Baghlan, Afghanistan in Burka & Nahrin Districts.

**Requirement:** Please refer to the table of schedule of requirements.

1. **Delivery Method:** All the required items must be delivered by road to Burka & Nahrin districts in Baghlan province.

The total 300 families (150 families in Burka and 150 in Nahrin) and 600 children would be supported with the measures mentioned below to enable them to meet their immediate needs:

* **Emergancy Shelter Kits**

150 families in Burka and Nahrian districts of Baghlan Province will benefit from emergency shelter kits. The kits will consist of a collection of items necessary to combat the challenges. For each family the emergency shelter contains 3 blankets and 1 tarpaulin.

* **Baby Food items**

Food for children such as Nutrition Biscuit package, Milk and Feeder will be distributed to the 600 needy children in Burka and Nahrian distracts of Baghlan Province.

* **Non-Food Items (NFI) - Kitchen Utensils**

150 families in Burka and Nahrian districts of Baghlan Province will benefit from Non-Food Items (NFI) - Kitchen Utensils. The kits will contain a selection of essential items required for cooking, food storage, and hygiene which include small gas cylinder, cooker, spoons, Plates, Tea Pot, Cup for tea, hand broom, kitchen knife (medium size) and rechargeable hand light.

1. **Cost of Quotation:** The supplier shall bear all costs associated with the preparation and submission of his quotation and the contracting Authority will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the negotiated procedure.
2. **Payment:** Payment will be made within 30 days of from day of submission of invoice with supporting documentation.
3. **Bid Currency:** Afghani.
4. **Quality:** All the items must be new and quality.
5. **Contract Duration:** This will be a one-time purchase order and will be awarded to successful supplier.
6. **Taxation:** 2% of tax will be deducted from the total amount of invoice if the vendor is registered and have the valid registration documents, from license issuing authorities of Afghanistan Government, if the company is not registered then 7% of tax will be deducted based on Afghanistan Taxation Law, provided that the contract of goods or services to be rendered to MAPWO is equal to or exceeding aggregating AFs. 500,000 in a tax year.
7. **Items Conditions:** The goods shall be delivered in quality value. Offering low quality goods will be rejected by MAPWO.
8. **Items Inspection:** MAPWO will conduct a thorough check of the item’s samples if needed before award of the contract and keep some samples till end of the contract date.
9. **Bid Submission:** Qualified and interested suppliers should submit the sealed Quotation to MAPWO Main Office at House# 51, 6th University Road Koti-e- Sangi Kabul- Afghanistan by no later than May 30 -2024 4:30 PM Afghanistan Local Time. If you have any technical questions and needs further clarification, please send your inquiry to [procurement@mapwo.ngo](mailto:procurement@mapwo.ngo) . Mobile number +93 (0) 793-092-634 for reaching office address only.
10. **RFQ cancellation:** MAPWO reserve the right to cancel this RFQ at any stage before award of the contract.
11. **Packing:** As per the requirement.
12. **Documents comprising the Request for Quotation:**

* The attached Quotation Submission Form should be signed and stamped version.
* Valid Business License & Bank Account Details Should be Attached with Quotation
* Previous experiences in the similar field.

1. **Exclusion from award of contracts**: Contracts may not be awarded to Candidates who, during this procedure:

* Are subject to conflict of interest.
* Are guilty of misrepresentation in supplying the information required by the Contracting. Authority as a condition of participation in the Contract procedure or fail to supply this information.
* Supplies is caught guilty by breaching code of conduct, PSEA or any other policy.

**BILL OF QUANTITY (BOQ’S)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Temporary shelter kits** | | | | | | | | |
| **No.** | **Description of Items for Temporary shelter kits** | | | | | **Quantity** | **Unit price in AFN** | **Total Price in AFN** |
|  |
| 1 | Tarpaulin | | | | | 1 |  |  |  |
| 3 | Blanket (3 Blanket for each family) | | | | | 3 |  |  |  |
| **Total Per Kit** | | | | | | | |  |  |
| **Total Number of Kits** | | | | | | | | **150** |  |
| **Total for 150 Kits** | | | | | | | |  |  |
|  |  | | | | |  |  |  |  |
|  |  | | | | |  |  |  |  |
| **Baby Food kits** | | | | | | | | |  |
| **No.** | **Description of Items for Baby food kits** | | | | | **Quantity** | **Unit price in AFN** | **Total Price in AFN** |  |
|  |
| 1 | Nutrition Biscuit package | | | | | 1 |  |  |  |
| 2 | Milk | | | | | 1 |  |  |  |
| 3 | Feeder | | | | | 1 |  |  |  |
| **Total Per Kit** | | | | | | | |  |  |
| **Total Number of Kits** | | | | | | | | **600** |  |
| **Total for 600 Kits** | | | | | | | |  |  |
|  | |  |  |  |
|  | |  |  |  |
| **Non-Food items- Kitchen Utensils kits** | | | | | | | | |  |
| **No.** | **Description of Items for NFI kits** | | | | | **Quantity** | **Unit price in AFN** | **Total Price in AFN** |  |
|  |
| 1 | Gas Balloon | | | | | 1 |  |  |  |
| 2 | Cooker | | | | | 1 |  |  |  |
| 3 | Spoons (6 Pcs for each Family) | | | | | 6 |  |  |  |
| 4 | Plate (6 Pcs for each Family) | | | | | 6 |  |  |  |
| 5 | Tea Pot | | | | | 1 |  |  |  |
| 6 | Cup for tea (6 Pcs for each Family) | | | | | 6 |  |  |  |
| 7 | Hand Broom | | | | | 1 |  |  |  |
| 8 | Kitchen Knife Medium Size | | | | | 1 |  |  |  |
| 9 | Rechargeable hand light | | | | | 1 |  |  |  |
| **Total Per Kit** | | | | | | | |  |  |
| **Total Number of Kits** | | | | | | | | **150** |  |
| **Total for 150 Kits** | | | | | | | |  |  |

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| **Note**: The packages prices should be included tax, packaging, Loading/Unloading and transportation cost till the distribution sites in Burka and Nahrin districts of Baghlan Province. | | | |
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**CONFIRMATION AND ACCEPTANCE BY SUPPLIER:**

After having read this Request for quotation (RFQ-MAPWO-2024-014) on behalf of my company/business, I hereby:

1. Accept, without restrictions, all the provisions in the Request for Quotation including General Terms and Conditions for Supply Contracts with annexes.
2. Provided that a contract is issued by the Contracting Authority we hereby commit to furnish any or all items at the price offered and deliver same to the designated points within the delivery time stated above.
3. Accept the penalties applied from MAPWO if we don’t comply with the terms and conditions we agreed upon.
4. Certify and attest that we meet the eligibility criteria stated in the Instructions.
5. Certify and attest compliance with the Code of Conduct, PSEA policy and all other MAPWO policies and procedures for Contractors.
6. Our tender is valid for a period of 30 days after the closing date in accordance with instructions to tenders.
7. This declaration will be confirmed in the Contract and misrepresentation will be regarded as grounds for termination.

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| Supplier Name: |
| Supplier Address: |
| Email Address: |
| Telephone Number: |
| Authorized representative name: |
| Authorized representative position: |
| Delivery time offered |
| Sign and Stamp |