

Afghan Community and Health Rehabilitation Organization (ACHRO) - Afghanistan

REQUEST FOR PROPOSAL (RFP)	
RFP REFERENCE #: RFP-ACHRO-AHF/Laghman	ISSUE DATE: May 27, 2024
REQUISITION REQUEST (RR) #: RR-ACHRO-AHF/Laghman Province	SUBMISSION TIME/DATE: 01:00 PM on June 6, 2024
Submit guideline: All proposals should be submitting in Hard along with company profile. Not later than the specified date and time.	

TERMS AND CONDITIONS VERY IMPORTANT	
THIS CONTRACT/PURCHASE ORDERS MUST BE SIGNED BY BOTH PARTIES IN ORDER TO BE CONSIDERED VALID AND IN FORCE. ALL COSTS ASSOCIATED WITH, BUT NOT LIMITED TO, PRODUCTION, PREPARATION AND/OR DELIVERY OF GOODS OR SERVICES, INCLUDING DELIVERIES, ACCEPTED BY ACHRO STAFF, WITHOUT A FULLY EXECUTED (SIGNED BY BOTH PARTIES) CONTRACT/PURCHASE ORDER, ARE AT THE VENDOR'S RISK ONLY. ACHRO SHALL NOT PAY FOR ANY COSTS, WITHOUT LIMITATION, ASSOCIATED WITH PRODUCTION, PREPARATION OR DELIVERY OF GOODS AND/OR SERVICES UNDER THIS OR ANY OTHER CONTRACT/PURCHASE ORDER, WHICH HAS NOT BEEN SIGNED BY BOTH PARTIES."	
Project # 1Title:	"Cash-based emergency food assistance to the most vulnerable returnees (IPC Phase 3, 4) in Alingar and Qarghay districts of Laghman province."
Project Code#	CBPF-AFG-24-R-NGO-28041
Statement of Work (SOW)	Rental of Vehicles for AHF/Funded Projects in Laghman Province.
Period of performance	In Aforementioned Province, the operating will be from 7:30 AM to 4:30 PM
Price Proposal/Quote Instructions	The Proposal should include cost/price of goods/services specified in the following price table. OFFER DOCUMENTS placed on vendors' letterhead and signed by authorized person must be delivered to the Submission Location in the Sealed envelope(s) prior to the submission time. Sealed envelope must have the following identification data on it: RFP reference #, sender and addressee contact Info.
It is ACHRO Policy that no gifts of any kind and of any value be exchanged between vendors/contractors and ACHRO personnel. Discovery of the same will be grounds for disqualification of the vendor/contractor from participation in any ACHRO procurement and may result in disciplinary actions against ACHRO personnel involved in such discovered transactions.	

Special conditions or circumstances	Offer will not be taken to consideration if copies of ALL Original below listed OFFER DOCUMENTS with correspondent translations to English language are a) Organization profile having related experience b) Proof of vendor's legitimacy (copy of registration certificate)valid c) Preference will be given to lowest price offer.
Methodology evaluation, score points for technical compliance and price	ACHRO reserves the right to accept or reject any bid, to annul the bidding process, and reject all bids at any time prior to award of a contract without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the action

Payment Terms	DDU - Delivery Duty Unpaid. 15 days after detailed ORIGINAL invoice submission. ACHRO will withhold contract withholding tax according to Afghan Tax Law (2% or 7% based on vendor registration status)
Validity of Proposal	60 days from due date.
RFP Clarifications	<p>E-mail: procurement@achro.org</p> <p>A prospective supplier requiring any clarification of the RFP may notify the Purchaser prior to the submittal date of the Proposal in Hard copies to referencing the RFP number. The Purchaser will respond to all written requests for clarification received. Copies of the responses, including a description of the Questions will be forwarded to all the prospective suppliers. NO PHONE CALLS OR VISITS WILL BE ALLOWED IN REFERENCE TO THIS RFP!</p>

Financial Proposal:

	Item Description	Province	Quantity	Months	Unit Price (USD)	Total Price (USD)
1	Rental of Vehicle (Toyota 4 Runner (4x4) Model 1995-2010 or Toyota Hilux including Driver, Fuel and Maintenance) the Vehicle will operate in mentioned Province.	Laghman (Alingar and Qarghai Districts)	1	7		
2	Rental of Vehicle (Toyota 4 Runner (4x4) Model 1995-2010 or Toyota Hilux including Driver, Fuel and Maintenance) the Vehicle will operate in mentioned Province.	Laghman (Alingar and Qarghai Districts)	2	6		
Grand Total						

Submission Guideline:

Department: Procurement Unit (ACHRO)

Organization Name: Afghan Community and Health Rehabilitation Organization (ACHRO)

Official address: House No. 1, Aman Eye Hospital Street, Khushal Khan Maina, District # 5, Kabul, Afghanistan.

Contact telephone: 93 (0) 785296700 only for office address.

Deadline for Submission of RFP: June 06, 2024 1:00 PM Afghanistan Time.