زنان برای زنان افغان ښځې د افغان ښځو لپاره WOMEN FOR AFGHAN WOMEN

TENDER SUMMARY LETTER

WAW Main Office Kart-e-Char Street 2 (Taraki Street) Opposite of Shams Landon Private High School House No 07 Kabul Afghanistan

To: Bidders

From: Women for Afghan Women (WAW)

Title: RFQ No: WAW-RFQ-KBL-0326 Maintenance Works of GTC and Reception Centers in Herat

Province

Issuance Date: May 28, 2024

Pre-site visits: June 04, 2024 from 08:00 AM till 04:00 PM. (Afghanistan local time)

Closing Date for Quotation: June 06, 2024 at 12:00 PM. (Afghanistan local time).

Dear Bidders:

Women for Afghan Women - is a nonprofit, non-governmental organization (NGO) whose mission is some grassroots, civil society organization; our mission is dedicated to securing and protecting the rights of disenfranchised Afghan women and girls in Afghanistan, particularly their rights to develop their individual potential, to self-determination, and to be represented in all areas of life: political, social, cultural and economic. We advocate for women's rights and challenge the norms that underpin gender-based violence wherever opportunities arise to influence attitudes and bring about change.

Interested and eligible suppliers are requested to submit their completed TENDER DOSSIERS for review. The tender dossier consists of the following information that must be reviewed and completed by each applicant

Collection of RFQs:

The latest date for the submission of the Tender Dossier is June 06, 2024 12:00 PM. (Afghanistan local time). The tender dossier should be openly announced through ACBAR or collected from The Logistics Department at: WAW Main Office House # 07 Street # 2 (Taraki Street), Opposite Shams London Private High School. District 03, Kabul City.

Quotations Submission Date and Location:

All application documentation should be submitted in English language in a sealed and stamp envelope. The name of the supplier and the reference number of the tender process should be written on the outside of the envelope with attention to WAW-HQ Office Logistic department. WAW anticipates selection of the winning tender by as soon as possible.

If you have any question or need further clarification please contact through this email address Procurement@womenforafghanwomen.org

Important Remark: all bidders shall have requested to give price for all items of both BoQs include in RFQ.

Question Asking Date

Questions may be submitted no later than June 05, 2024 4:00 PM. (Kabul, Afghanistan local time). Bidders are invited to address questions to the procurement department via email: Procurement@womenforafghanwomen.org No questions will be answered over the phone or in person; all questions must be submitted in writing. All questions received will be compiled into one list, answered, and emailed to all vendors who have confirmed interest in bidding. Bidders must insert in the subject line of their email the full RFQ Number and Name (e.g. Maintenance Works of GTC and Reception Centers in Herat Province)

- I. Bidder's Agreement with Terms and Conditions The completion of all RFQ requirements in accordance with the instructions in this RFQ and submission to Women for Afghan Women of a quote will constitute a Lump Sum agreement and indicate the Bidder's agreement to the terms and conditions in this RFQ and any attachments hereto. Women for Afghan Women reserves the right to award a purchase order without discussion and/or negotiation; however, Women for Afghan Women also reserves the right to conduct discussions and/or negotiations, which among other things may require Bidders(s) to revise its quote (technical and/or price. Issuance of this RFQ in no way obligates Women for Afghan Women to award a purchase order, nor does it commit Women for Afghan Women to pay any costs incurred by the Bidders in preparing and submitting the quote/Bid.
- II. Index of RFQ This RFQ is comprised in its entirety of the following sections and appendices: Sections of RFQ

Section 1 Quotation Instructions
Section 2 Description of Works
Section 3 Special Provisions
Section 4 Evaluation Criteria

Appendices

Appendix A: Price Quotation Declaration Letter

Appendix B: Bill of Quantities

Appendix C: Summary of Relevant Capability, Experience and Past Performance

Appendix D: Valid Business License/Certificates
Appendix E: Financial Report (Bank Statement)

Appendix F: Supplier Questionnaire
Appendix G: Due Diligence Undertakings

Appendix H: GTC and Islam Qala Reception Center Maintenance Drawings

Appendix I: Scope of Works (SOW)

Appendix J: Site Visit Form

III. Composition of Quote – Bidders shall submit their quotes/bids for items detailed in Appendix A, B, C, D, E, F,G,H,I and J Detailed Cost Breakdown/Bill of Quantities. The quote will consist of Appendix A through I (see above).

Minimum Eligibility Requirements for Vendors to be Considered for Further Consideration To Qualify for this RFQ, the Vendor must:

- a. Submit their quotes as per deadline and time of the RFQ.
- b. Hold a valid business license in construction with valid business bank account in company name.
- c. Accept all WAW terms and conditions, including payment and delivery and installation terms.
- d. If bid do not meet the key tendering requirements, it will not be considered for further process.
- e. Pre-site visits in specific date given above.

SECTION 1 - QUOTATION/BIDS INSTRUCTIONS / ADDITIONAL INFORMATION

The Bidders shall submit its best price offer/quotation as per the following requirements:

- 1. Quotation Cover Letter signed by a person authorized to sign on behalf of the Bidders. Use the template in Appendix A.
- 2. All Prices shall be quoted in Afghanistan currency Afghani Only.
- 3. Bidders shall submit quotes/bids in prescribed Format of Appendix B.

- 4. In case of price discrepancy between unit price and SUBTOTAL price, the unit price shall prevail.
- 5. The rates quoted shall be for complete service inclusive of all taxes all charges for service contingent to the work.
- 6. The payment of the supplier will be processed after successful delivery of goods and submission of invoice within maximum 15 days' period. The amount will be transferred to the business bank account of the supplier.
- 7. Bidder shall sign and stamp all pages of this RFQ.
- 8. Bid validity: Net 60 days from date of submission.
- 9. Bidder should submit hard copy of general and similar in their offer.
- 10. The arithmetic error in each BoQ should not exceed to 5% otherwise the offer will be rejected. Also major deviation in all BoQs and multi items is not acceptable.
- 11. Women for Afghan Women will not award a subcontract or purchase order to an organization without AISA/Ministry of Commerce Business license. The valid AISA/Ministry of Commerce Business License must be attached to the quotation.

SECTION 2 - DESCRIPTION OF GOODS OR SERVICES REQUESTED

Please refer to Appendix A, B, C, D, E and F attached list and specifications of items required.

SECTION 3 – SPECIAL PROVISIONS

The below provisions will be incorporated into any purchase order issued by Women for Afghan Women.

3.1. Government Withholding Tax

Pursuant to Article 72 in the Afghanistan Tax Law effective March 21, 2009, Women for Afghan Women is required to withhold "contractor" taxes from the gross amounts payable to all Afghan for-profit subcontractors/vendors. In accordance with this requirement, Women for Afghan Women shall withhold two percent (2%) tax from all gross invoices to Afghan subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce license. For subcontractors/vendors without active AISA or Ministry of Commerce license, Women for Afghan Women shall withhold seven percent (7%) "Contractor" taxes per current Afghanistan Tax Law.

Before signing of this Agreement, the bidder/supplier will provide a copy of the organization's AISA or Ministry of Commerce license and TIN (Tax Identification Number). Amounts deducted from the invoices will be forwarded to the Ministry of Finance (MOF) Tax Division credited to the firm's TIN. Records of payments to the MOF shall be maintained on file with Women for Afghan Women.

3.2 Penalty Charges

If the bidder/supplier fails to supply the specified Works/Services within the date stipulated, Women for Afghan Women shall, without prejudice to its other remedies under the Purchase Order/Contract price, as liquidated damages, deduct a sum equivalent to five percent (5%) of the delivered price of the delayed Goods/Services for each week of the delay until actual delivery, up to a maximum deduction of Ten Percent (10%) of the Purchase Order/Contract/Contract value.

3.3 Source, Origin and Nationality

The bidder/supplier may not supply any materials or services manufactured in or shipped from the following countries: Cuba, Iraq, Iraq, Laos, Libya, North Korea, or Syria.

3.4 Pre-site visit:

the bidders shall conduct pre-site visit on **4**th **June 2024 from 08:00 AM to 04:00PM**. Use **Appendix J** for pre-site visit. Below is Focal point for coordination and confirmation.

WAW Focal Points Info						
Focal point for GTC	Construction Project Manager	taib.tayebi@womenforafghanwomen.org	0729345130			
Focal point for Reception Center	Eng. Wali Khan Haqmal	Wali.khan@womenforafghanwomen.org	0796391320			

3.5 Project Duration

The whole maintenance activities for both Centers shall complete within **(45) days** after the agreement signed between Women for Afghan Women and qualified supplier.

Projects sites are as below: The Maintenance activities is in two Centers within Herat Province as per below:

- 1) UNHCR Gazergah Transit Center (GTC), Herat City.
- 2) UNHCR Reception Center, Islam Qala-Herat Province.

Warranty: Contractor company shall warranty the completed maintenance activities for six months.

3.6 Inspection

Women for Afghan Women shall have reasonable time to time, after delivery, to inspect the service and works, and to reject acceptance in not conforming to the specifications of this Purchase Order, Contract and offer. Recovery of the rejected item (s) shall be the sole responsibility of the supplier.

3.7 Bid Security Deposit

The Interested suppliers/bidders must freeze an amount of 150,000/- One Hundred Fifty Thousand AFN in their bank accounts by name of WAW as Bid guarantee with 3 months' validity as Bank letter and submit the original guarantee letter to WAW separately while submitting the sealed offer hard copy.

- مبلغ یک صد و پنجاه هزار افغانی تضمین آفر به مدت سه ماه به شکل ضمانت بانکی جدا از افر در زمان تسلیم افر ارایه گردد.

3.8 Performance Guarantee

The winner bidder/supplier is strongly required to furnish amount of (10% contract for each lot) freezing inform of Bank letter as performance guarantee to the end of agreement, at the end of agreement or termination of agreement the performance guarantee will be return to the contractor as per condition and situation of cancellation cause. In case of contractor failure or termination of contract due to failure of contractor the performance guarantee will be forfeited.

مقدار ده فیصد قرار داد منحیث تضمین اجرا به شکل ضمانت بانکی از شرکت برنده اخذ میگردد. در صورت عدم تحویلی نیاز مندی بعد از عقد قرار داد به شرکت قرار دادی اشرکت قرار دادی امریباشد.

SECTION 4 - EVALUATION CRITERIA

All quotations received in response to this solicitation will be evaluated or scored (if Applicable) by evaluation sub factors. The Subcontract/Purchase Order shall be awarded on a best value basis. The following sub factors shall be used to evaluate offers:

- 1. **Technically Acceptable** Women for Afghan Women will evaluate each bidder on its expertise and specification described in the bill of quantity and samples.
- 2. **Cost** Women for Afghan Women will consider the total cost of the bid compared to the market prices and also analysis of cost rationality and competitiveness will be conducted on bids received and scoring will be conducted after arithmetic errors check.
- 3. **Past performance** The bidders shall include complete details on past activities of similar scope and size, using the format provided in *Appendix D*, and supplemented with letters of reference. Also, the bids will be evaluated for current and previous presence and experience (Similar and General construction). The bidder must provide at least 3 copies of similar and general Construction contracts of past 3 years to be scored in evaluation. More similar experiences score under general contracts.

Financial Report Bidders are required to submit their Bank Statement from last three years (2021, 2022 and 2023), respectively. Also Bank Statement it should be issued recently.

EVALUATION CRITERIA	Score
Past Experience (Similar) at least three contracts successfully completed	30
Past Experience (General) at least three contracts successfully completed	18
Suppliers conducted Pre-site visit (filled form attached)	5
Bank Statement from last three years	12
Offering the Lowest Price and Cost Break Down	35

The Bidders must score at least 60 to be considered as a successful bidder.

APPENDIX A

Price Quotation Declaration Letter [On Letterhead]

<insert date=""></insert>		
TO:	Women for Afghan Women Procurement Department	
Dear Bidders:		
	igned, offer to provide the Request for Quotation - RFQ # Vorks of GTC and Reception Centers in Herat Province	WAW-RFQ-KBL-0326
Total amount o	f both BoQs AFN ()
_	with your Request for Quotation dated <insert date=""> and cattached quotation is for the sum of above amount for each</insert>	•
•	shall be binding upon us subject to the modificat to to expiration of the validity period of the quotation, i.e.,	_
	nly for print, stamp and fill as hand writing in speci erized WAW-RFQ formats.	fic parts– not allowed to be
<u>میپیوتری در</u>	نه پری قلمی بخش های معین بوده و اصلاح کردن یا نوشتن به شک <i>ل ک</i>	<u>این RFQ فقط بخاطر پرنت، مهر، خا فارمت RFQ-WAW مجاز نیست.</u>
We understand	you are not bound to accept any quotation you receive.	
Yours sincerely,		
Authorized Sign	ature:	
Name and Title	of Signatory:	
Name of Firm:		
Address:		

Appendix B

Women for Afghan Women

(BoQ 01) Detailed Bill of Quantities

RFQ No with Title: WAW-RFQ-KBL-0326, Maintenance Works of GTC and Reception Center in Herat Province

Name and location: UNHCR Gazergah Transit Center (GTC), Herat City

No	Description of Activities	Unit	Quantity	Unit Cost (AFN)	Total Cost (AFN)	Remarks
вос	Construction of car way and walk way					
1	Site leveling and Compaction	M^2	915			
2	Filling with Gravel thickness = 5cm	M^3	55			
3	Plain Cement Concrete of (M200, mix-1:1.5:3) for Car way according to the drawing and specification with all necessary activities and requirements including the test for the PCC as specified in the specification and site engineer instruction	M ³	18			
4	Plain Cement Concrete of (M150, mix-1:2:4) for playground, walkway according to the drawing and specification with all necessary activities and requirements including the test for the PCC as specified in the specification and site engineer instruction.	M³	75			
5	Water proof lamp with GI pipe(2m) for two side of car way	No	32			
6	Precast Edge curbs stone for two side of car way	Pcs	98			
Sub-	Total Cost for Construction of Car Way (AFN)					
BoQ	Construction of Green Area					
1	Site preparation, leveling and removing of unsuitable soil	M^3	250			

WAW-RFQ-KBL-0326, Maintenance Works of GTC and Reception Center in Herat Province

2	Supply and Placing Agricultural Soil	M^3	250				
3	Planting Turf Seed or grass in green area	Kg	40				
4	Planting trees and flowers around Walkway and Car way	Pcs	300				
5	Supply and Placing of Precast Edge curbs for Green area	Pcs	1,150				
Sub-	Total Cost for Construction of Green Area (AFN)						
BoQ for Painting of 2 UNHCR Blocks							
1	Inside Painting with 75% Plastic Emulsion with 3 coats with all required activities	M ²	1,598				
2	Outside Painting with 100% Plastic Emulsion with 3 coats with all required activities	M ²	403				
3	Oil painting of doors and windows with 3 coats with all required activities	M ²	272				
Sub-	Total Cost for Painting (AFN)						
BoQ	for Construction of Fence Wall						
1	Excavation of foundation for Fence wall	M ³	10				
2	Back filling with excavated materials	M^3	3				
3	Plain Cement Concrete (PCC), according to the drawing M150 kg/cm2 (1:2:4)	M ³	17				
4	Supply and Installation of Galvanized Iron (GI) pipe, inside diameter 3" as per the drawing	No	56				
5	Supply and Installation of Iron Fencing Mesh Anti Corrosion with 2m height and Mesh size (*6.5*6.5) with all required activities	M ²	335				

6	Supply and Installation of Clips for secure the fence mesh and GI pipe,	No	84					
7	Supply and Installation of GI pipe gate with mesh	No	2					
Sub-	Total Cost for Construction of Fence wall (AFN)							
BoQ for Garbage Bins and Relocations								
1	Supply and Installation of 30 liter PVC Garbage Bins	No	10					
2	Relocation of two Water Tankers to the back of toilets	LS	1					
3	Relocation of meeting room (Conex) from Women residential area to the south of generator room	LS	1					
Sub-	Sub-Total Cost for Billboard (AFN)							
BoQ	for Water Dispensers							
1	Excavation of foundation in ground (different types)	M^3	40					
2	Back Filling of Excavated Materials	M^3	40					
3	Supplying, installation, laying and fitting in place of High Density Polyethylene pipe (PE 100 PN 16 SDR 11), Outside Diameter: 40 mm, wall thickness 3.7 mm, weight 0.432 kg/m	М	150					
4	Supply and Installation of 100 liters steel Water Dispensers as per the drawings with all required activities	No	5					
5	Supply and Installation of Pipe line fitting tools (Elbow, Sacket, PPR pipe, PVC pipe as per project requirement)	LS	1					
Sub	Total Cost for water dispensers							
Total Price of BoQ 01 (AFN)								

Women for Afghan Women

(BoQ 02) Detailed Bill of Quantities

RFQ No with Title: WAW-RFQ-KBL-0326, Maintenance Works of GTC and Reception Center in Herat Province

Name and location: UNHCR Reception Center, Islam Qala - Herat Province

No	Description of Activities	Unit	Quantity	Unit Cost (AFN)	Total Cost (AFN)	Remarks
1	Supply and Installation of Billboard (3m x 5m) size according to drawing with oil painting (3 coats in all sides), transportation and all related activities	Pcs	1			
2	Supply and Installation of Billboards (2m x 3m) size according to drawing with oil painting (3 coats in all sides), transportation and all related activities	Pcs	2			
3	Inside and outside painting (3 coats) of the boundary wall 3m high 700m long with plastic painting 100 % including materials and all required activities	M^2	4,200			
4	Inside and outside painting (3 coats) of Rub Halls (inside area = 245 m2 and outside area = 260 m2) with plastic painting 100 % including materials and all activities	M^2	1,515			
5	PCC (M-150) 10cm thickness on existing floor of Rub Hall with total surface area of 260 m2 with all required materials, tests and activities	M^3	78			
6	Reinforcing (Covering - one side) of Rub Hall gate by installation of iron sheets (min thick 0.7mm) to it (door size = 4.5m x 5m) including Installation, Oil Painting (first class) and other required activities	M^2	45			
7	Digging of 8m deep Water suck wells and Providing & Installation of Concrete Casings (1m diameter) with RCC (M-200) covering plate at the top of wells for rainwater drainage complete with all required activities	No	2			

WAW-RFQ-KBL-0326, Maintenance Works of GTC and Reception Center in Herat Province

8	PCC (M-1500) drainage canal with Installation of iron grating at top for covering with Oil Painting (first class) according to the drawings complete with all required materials, tests and activities	m	100	
9	Repairing and relocation of unused container(s), including inside cleaning and removing of unnecessary items	LS	1	
10	Supply, transportation and installation of PVC-7000 door (1m x 2m) size for the container with all other required activities	No	1	
11	Supply, transportation and installation of PVC-7000 window (25cm x 25cm) size for the container with double 4mm thick glasses and all other required activities	No	2	
12	Supply, transportation and installation of PVC-7000 window (40cmx40 cm) size for the container with double 4mm thick glasses and all other required activities	No	1	
13	Supply, transportation and installation of PVC-7000 window (95cm x 60cm) size for the container with double 4mm thick glasses and all other required activities	No	1	
14	Supply, transportation, and installation of PVC-7000 window (95cm 110cm) size for the container with double 4mm thick glasses and all other required activities	No	4	
15	Supply and installation of Billboard with 3D style (two side view - size of each side 2m x 3m) according to the drawings with Oil Painting (3 coats), transportation and all related activities	Pcs	1	
	Total Price for BoQ 02 (AFN)			
	Grand Total Price of BoQ 01 and BoQ 02 (AFN)			

Appendix C SUMMARY OF RELEVANT CAPABILITY, EXPERIENCE AND PAST PERFORMANCE

Include projects that best illustrate your experience relevant to this (RFQ) or similar activities, sorted by decreasing order of completion date.

Projects should have been undertaken in the past three years. Projects undertaken in the past three years may be taken into consideration at the discretion of the evaluation panel.

NO	Project Title and Description of Activities	Location Province/District	Client Name/ Email /Tel #	Cost in AFN	Start Dates	End Dates	Completed on Schedule (Yes/No)	Subcontractor or Prime Contractor?
1								
2								
3								
4								
5								

APPENDIX D BUSINESS LICENSE/CERTIFICATE

License

Please Attach

APPENDIX E

Financial Report/Bank Statement for last three years

Please Attach

APPENDIX F

SUPPLIER QUESTIONNAIRE

The information provided in response to this questionnaire will be held confidential by WAW for use only in Supplier Evaluation and not disclosed to any outside party without your prior written consent.

Please provide the following information:

1.	Name of supplier	
2.	Address of supplier	
3.	Contact name	
4.	Telephone number	
5.	Mobile number	
6.	Email address	
7.	Website address	
8.	What are your opening hours/days?	
9.	Company registration number	
10.	Year of company registration	
11.	Please attach company registration documentation	
12.	Annual turnover of your company	
13.	Number of employees in your company	
14.	Name of bank	
15.	Bank details	
16.	What products and services do you supply?	
17.	Are you able to provide samples of your goods?	
18.	What warranties/repair services do you offer?	
19.	What storage or stock capacity do you have?	
20. you	Please provide references of other aid agency customers have supplied with goods or services.	
21.	Do you have a health and safety policy?	

It should be noted that the answers you provide to this questionnaire might influence your potential relationship with WAW. Following completion, signature, and submission of this questionnaire any subsequent changes must be submitted to WAW in writing immediately.



Appendix G

موضوع: صحت معلومات، اسناد ضمايم آفرو Due Diligence Undertakings شركت برنده قرارداد!

نظر به ماده 7.14 پالیسی تدارکات موسسه زنان برای زنان افغان (WAW)، در کنار شرایط مندرج اسناد داوطلبی، سپردن تعهدات تحت عنوان (Due Diligence Undertakings) برای اکمال کننده (شرکت قراردادی) حتمی میباشد. از شما تقاضا میگردد تا موارد ذیل را به موسسه زنان برای زنان افغان(WAW) تعهد داده و در صورت اثبات عدم صحت این موارد، مسئولیت حقوقی و مالی بدوش شرکت شما خواهد بود.

جواز	دارنده	و معاونیت	رياست	تحت	شركت	این	-1
	ميباشد.	ثبت و راجستر شده وزارت محترم صنعت و تجارت بوده و دارای جوازمعتبر ،				نمبر_	
ت های	ِ مكلفين	ثبت و راجستر شده وزارت محترم مالیه بوده و	ٔ نمبر	ای TIN	ت ما دار	شرك	-2
		ون به مراجع مربوط ادا نموده است.	ب احوال قان	را حسب	ئى خويش	ماليات	
		معلومات مندرج أفربا اسناد ضميمه شده صحت دارد.	هد که تمام	ینان مید	ت ما اطم	شرك	-3
		چ نهاد دولتی و حقوقی و یا موسسات مربوط به سازمان ملل متحد نمی باشد.	عرومیت هی	ليست مـ	ت ما در ا	شرک	-4
		بست تحریم های بین الملی و گروه های دهشت افگن قرار ندارد.	ت ما در لب	اون شرك	ل و يا معا	رئيس	-5
ىت.	گر دیده اه	ظف در تجارت درخلال سه سال اخیر از اشتراک درمراحل تدارکاتی محروم نأ	ما بالاثر تذ	شرکت،	ر/ معاون	رئيس	-6
		ی و مالی بخاطر تطبیق موفقانه این قرارداد، برخورداراست.	امل تخنيك	وانایی ک	ت ما از ت	شرك	-7
		ِ نبوده و در حالت انحلال و ورشکستگی قرارندارد.	ديون عاجز	رداخت	ت ما از پ	شرك	-8
		راین پروسه تدارکاتی ندارد.	ساد منافع د	گونه تض	ت ما هيچ	شرك	-9
	ىيباشد.	در داخل کشور ه		رکت ما	فعاليت ش	. محل	-10
		با احترام					
		<i>كمل</i> شركت	نام م				
		و تخلص رئیس/معاون شرکت	نام				

تاريخ و امضاء__

Appendix H



United Nations High Commissioner for Refugees

Maintenance Work at Reception Center

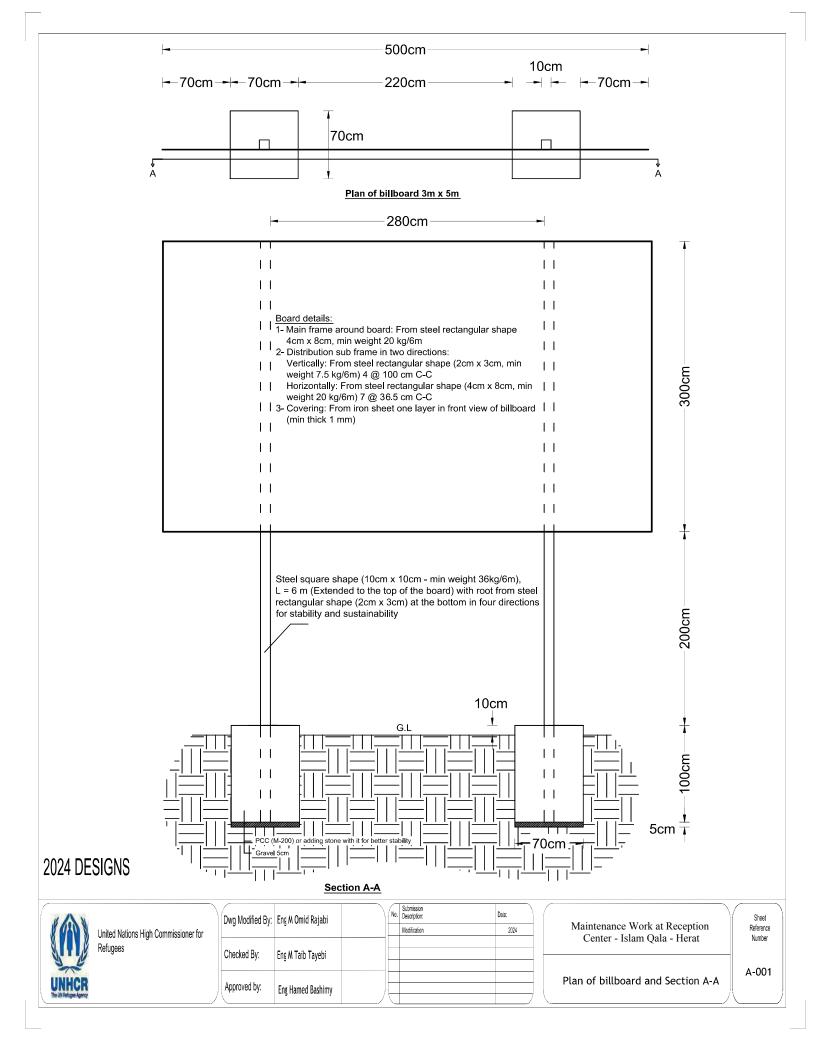
Islam Qala - Herat

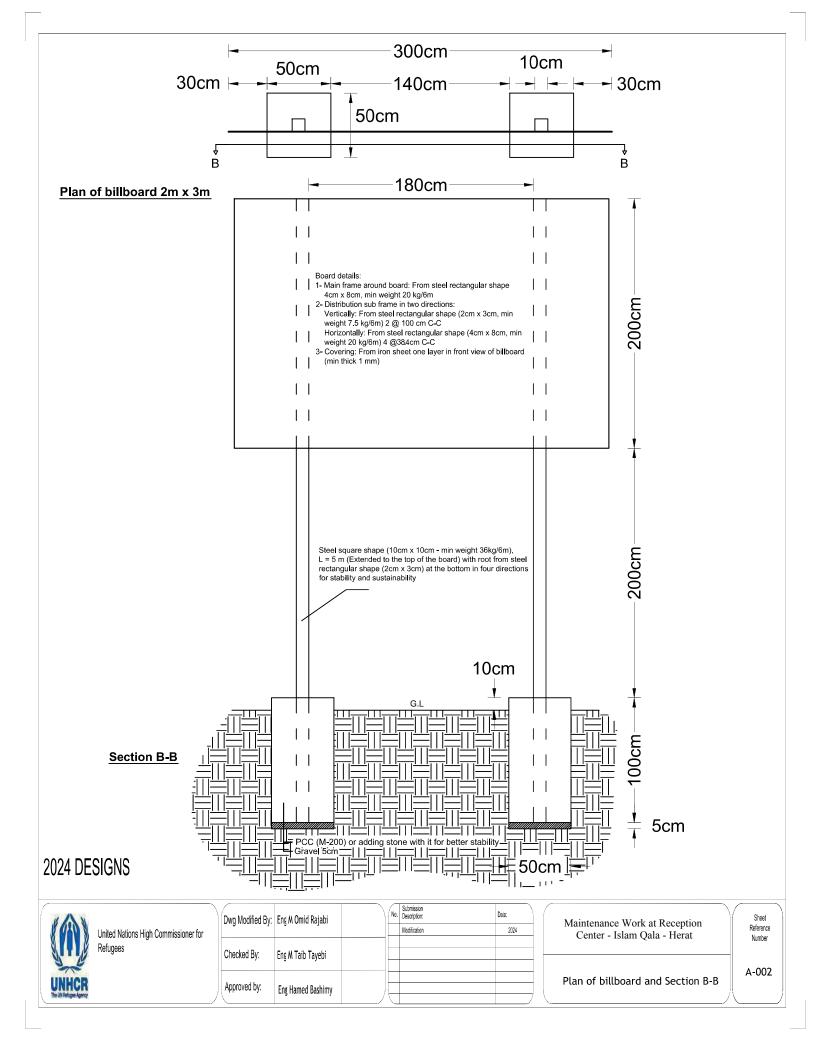
2024 DESIGNS

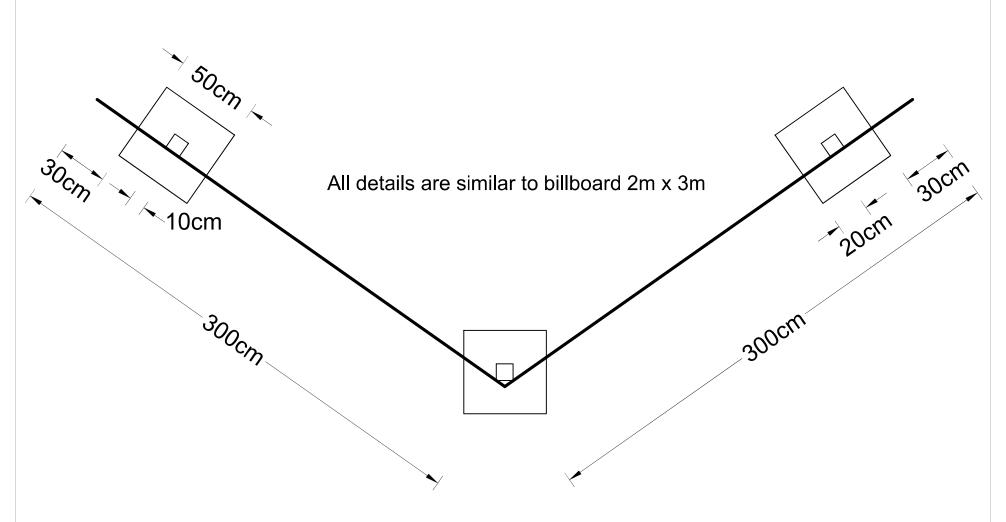


Dwg Modified By:	Eng M Omid Rajabi	No.	Submission Description:	Date:)		
			Modification	2024			
Ī	Checked By:	Eng M Taib Tayebi					
Chiconou Dy.	zing in rais rayesi					İ	
Approved by:							
	Approved by:	Eng Hamed Bashimy)				
	3 ,	1 /	/		1 /		

Maintenance Work at Reception Center - Islam Qala - Herat Cover page







Plan of 3D billboard - each side 2m x 3m

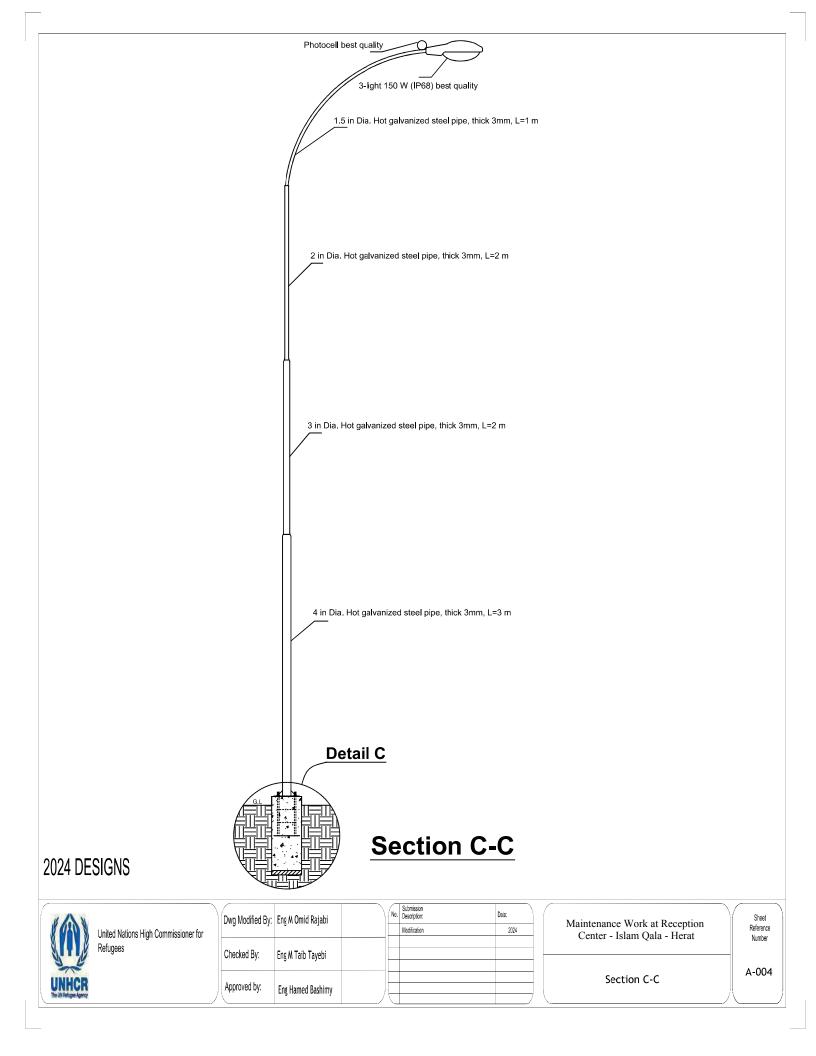
2024 DESIGNS

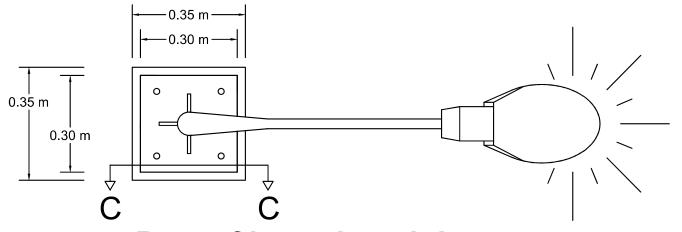


Dwg Modified By:	Eng M Omid Rajabi	No.	Submission Description: Modification	Date: 2024
Checked By:	Eng M Taib Tayebi			
Approved by:	Eng Hamed Bashimy			

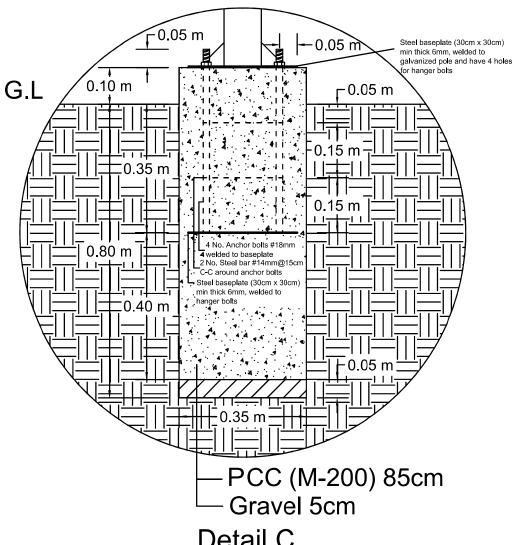
Maintenance Work at Reception Center - Islam Qala - Herat	
Plan of 3D billboard	

Sheet Reference Number





Plan of boundary lights



2024 DESIGNS

Detail C



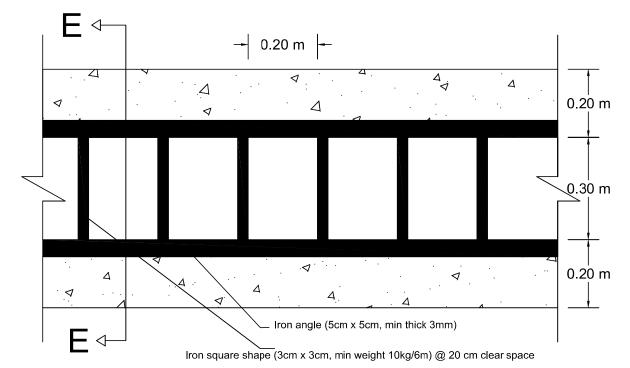
United Nations High Commissioner for Refugees

Dwa Modified By:	Eng M Omid Rajabi)	(1	Vo.	Description:	Date:
	, , , , , , , , , , , , , , , , , , , ,				Modification	2024
Checked By:	Eng M Taib Tayebi					
•	,					
Approved by:	Eng Hamed Bashimy	}	L			
<u></u>	,	L/	/			

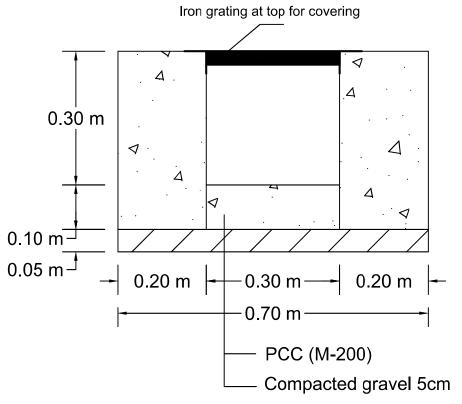
Maintenance Work at Reception Center - Islam Qala - Herat

Reference Number

Plan of boundary lights and detail C



Plan of drainage with cover



2024 DESIGNS

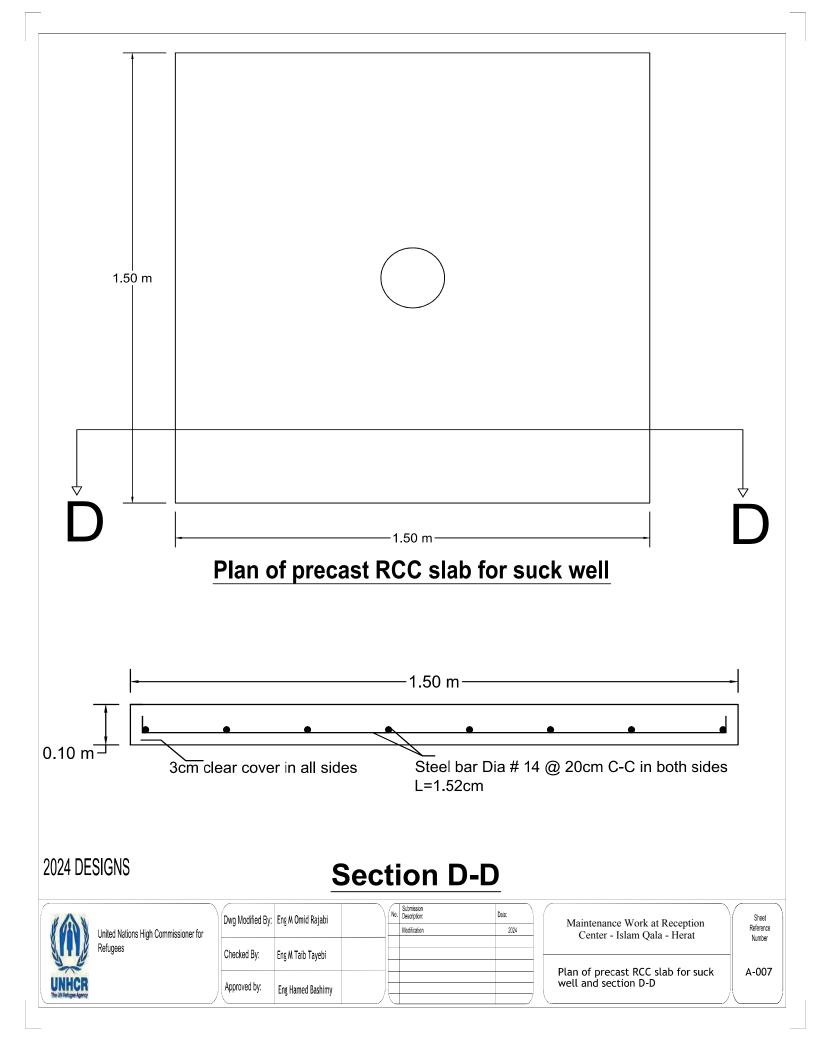
Section E-E



Maintenance Work at Reception Center - Islam Qala - Herat

Plan of drainage with cover and section E-E

Sheet Reference Number





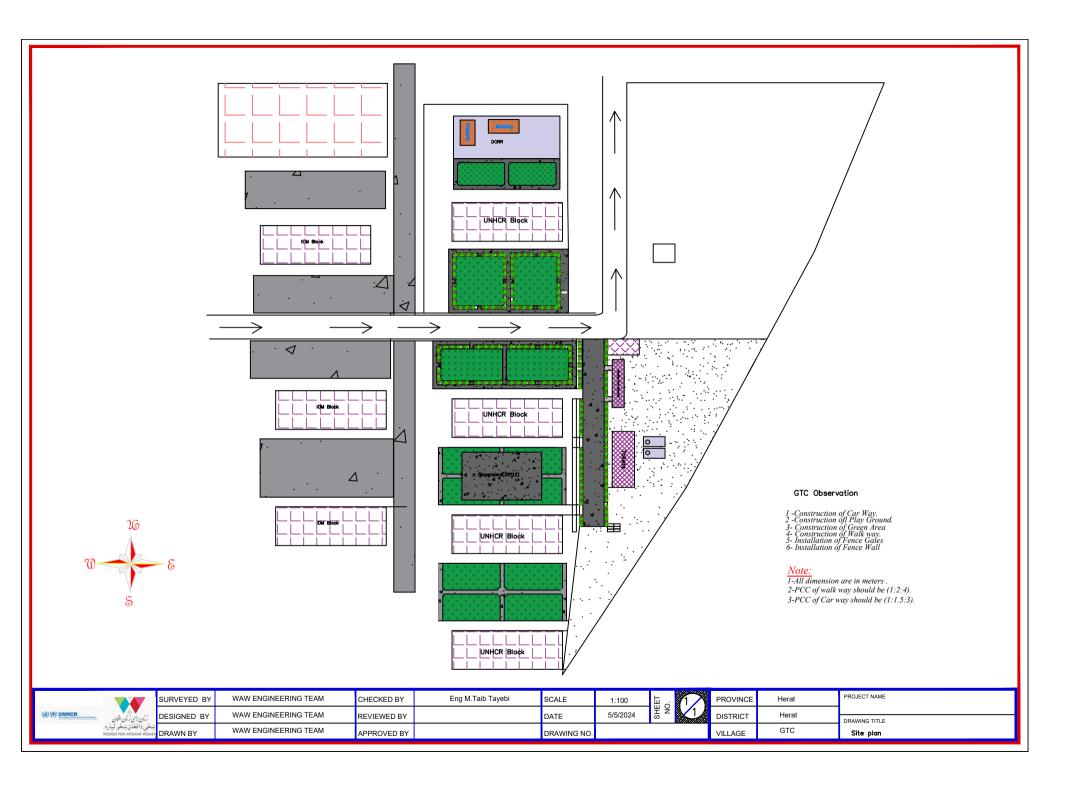




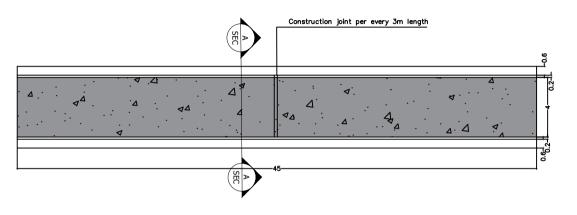
Maintenance Work of GTC

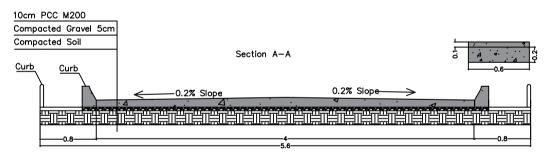
Location:Herat

MAY 2024



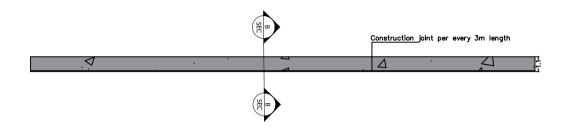
Car Way Plan and Section

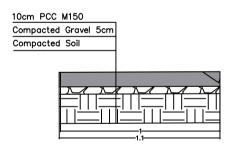




SURVE	EYED BY	WAW ENGINEERING TEAM	CHECKED BY	Eng M.Taib Tayebi	SCALE	1:100	L 1	PROVINCE	Herat	PROJECT NAME
13.6 - 100. 6 -	GNED BY	WAW ENGINEERING TEAM	REVIEWED BY		DATE	05/05/2024	R S	DISTRICT	Herat	DRAWING TITLE
ښخي د افغان ښخو لپاره WOMEN FOR AFGHAN WOMEN DRAWN	VN BY	WAW ENGINEERING TEAM	APPROVED BY		DRAWING NO.			VILLAGE	GTC	Car Way plan and Section

Walk way plan and section

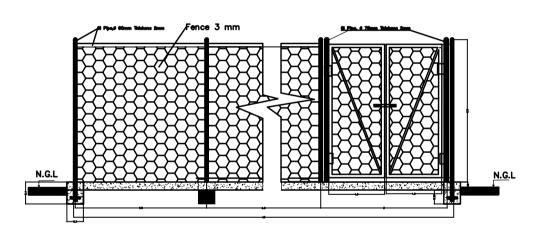




Section B-B

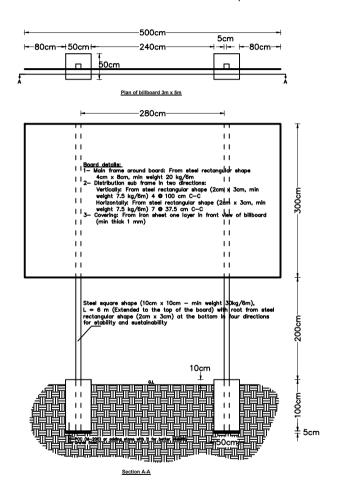
ı	V	SURVEYED BY	WAW ENGINEERING TEAM	CHECKED BY	Eng M.Taib Tayebi	SCALE	1:100	<u>.</u> 2	PROVINCE	Herat	PROJECT NAME
	(1) UNHCR (1) נאט אינוט וילוט	DESIGNED BY	WAW ENGINEERING TEAM	REVIEWED BY		DATE	05/05/2024	ਲ਼ੁੱ ≧ 2	DISTRICT	Herat	DRAWING TITLE
	نېځي دافغان ښځو لپاره WOMEN FOR AFGHAN WOMEN	DRAWN BY	WAW ENGINEERING TEAM	APPROVED BY		DRAWING NO.			VILLAGE	GTC	Side Walk plan and Section

Section A-A



	SURVEYED BY	WAW ENGINEERING TEAM	CHECKED BY	Eng M.Taib Tayebi	SCALE	1:100	ان <u>2</u>	PROVINCE	Herat	PROJECT NAME
ر أن براي زر أن افغان (ii) UNHCR	DESIGNED BY	WAW ENGINEERING TEAM	REVIEWED BY		DATE	5/5/2024	5 조 2	DISTRICT	Herat	DRAWING TITLE
ى د افغان ښځو لپاره WOMEN FOR AFGHAN WO	DRAWN BY	WAW ENGINEERING TEAM	APPROVED BY		DRAWING NO.			VILLAGE	GTC	Fence wall Section

Billboard plan



		s
@@ UNHCR	ز نان برای زیان افغان	D
	سِخْي دافغان سِخُو لپاره WOMEN FOR AFGHAN WOMEN	D

	SURVEYED BY	WAW ENGINEERING TEAM	CHECKED BY	Eng M.Taib Tayebi	SCALE	1:100	Щ . 2	PROVINCE	Herat	PROJECT NAME
U.	DESIGNED BY	WAW ENGINEERING TEAM	REVIEWED BY		DATE	05/05/2024	불 조 2	DISTRICT	Herat	DRAWING TITLE
ښځي OMEN	DRAWN BY	WAW ENGINEERING TEAM	APPROVED BY		DRAWING NO.			VILLAGE	GTC	Billboard plan

APPENDIX I Scope of Works (SOW)

MISSION: Women for Afghan Women (WAW) is a grassroots civil society organization dedicated to protecting and promoting the rights of disenfranchised Afghan women and girls in Afghanistan and the United States. In particular, WAW works to help Afghan women and girls exercise their rights to pursue their individual potential to self-determination, and to representation in all areas of life—political, social, cultural, and economic. WAW relentlessly advocates for women's rights and challenges the norms that underpin gender-based violence to influence attitudes and bring about change.

VISION: Women for Afghan Women is committed to working towards a world in which Afghan women and girls enjoy peace, justice, equality, and the freedoms to participate in all spheres of life and live without fear. Women for Afghan Women envisions a world in which all women and their families thrive and prosper.

Maintenance Works of GTC and Reception Center in Herat Province

Excavation works, Concrete works, Supply and Installation of Billboards, Construction of Fence Wall, Installation of Water Dispensers, painting works, Greenery works, Supply and Installation of PVC doors & windows, Drilling of Water Suck Well, PCC Drainage canal, Relocation of Containers, and so on in UNHCR GTC and Islam Qala Reception Center in Herat Province of Afghanistan.

Price and Associated cost

Unit prices indicated in the Bill of Quantity (BoQ) attached with contract are fixed and invariable, the prices include any taxes and import duties, transport cost, supply of use cost, service manuals and technical diagrams – overall the DDP (Delivery Duty Paid) incoterms apply for this contract.

SECTION 1

ARTICLE 1: GENERAL

Maintenance Works of UNHCR GTC and Islam Qala Reception Center in Herat Province. BoQs, Drawings and the Scope of works (attached) include all specific details and exact requirements.

ARTICLE 2: SUMMARY OF WORK

2.1 Contractor Responsibilities

The contractor shall accomplish the required work at the site. The contractor will be required to provide all personal protective equipment to guarantee safety and good working conditions for all workers on the construction site.

The contractor is fully responsible for offering fair wages, mostly for the local skilled and unskilled laborers. The contractor is fully responsible for providing the labor Personal Protective Equipment (PPE) kit to prevent any possible accident, injury, or death.

The contractor shall provide transport and storage of all construction materials & tools to the construction site necessary for the execution of the work at his own risk and expense.

To define the standards of work required by the contractor, the contractor will be required to provide samples of materials for the client's (WAW) prior written approval. Approved samples must be part of the permanent work.

All materials brought to the site shall remain or become the contractor's property. The contractor must appropriately provide these materials to the site and ensure they are adequately protected against weather and other loss, damage, and theft risks.

The contractor is responsible for any loss, damage, or theft of materials on the site. In the event of contract termination because of any breach of contract terms, the contractor shall forfeit all claims to the materials in site.

2.2 Security

The contractor is responsible for providing security protection during construction to safeguard his employees and equipment.

ARTICLE 3: DAMAGES:

- a- Delay penalties: the delay penalty per day will be 0.05% of the contract amount, and the maximum delay is **2 weeks**, then the contract will be terminated. (Force majeure Unforeseen conditions) are exceptional.
- b- Compensation: if the contract terminates due to contractor failure or damaged WAW property/asset, the contractor company is obliged to compensation as per WAW/government rules. (Force majeure Unforeseen conditions) are exceptional.

ARTICLE 4: CONSTRUCTION/REPAIRING PERFORMANCE PERIOD

The implementation of maintenance and repairing works in field is as be below table:

Work Break down for Construction Works

No	Activities	Duration
1	 Mobilization and Site Preparation 	3 days
2	 Construction of Car Way and Sideway 	4 days
3	Greenery Works	7 days
4	 Steel works of Rub Hall gate 	4 days
5	 Drainage Canal PCC and Steel Works 	4 days
6	Construction of Fence Wall	3 days
7	 Supply and Installation of Billboards 	3 days
8	Supply and Installation of Water Dispensers	5 days
9	Relocation works	2 days
10	 Supply and Installation of PVC Door & Windows 	2 days
11	 Painting works and handover 	8 days
	Total works period	45 days

ARTICLE 5: WARRANTY

The contractor shall warranty all works for three months (12 weeks) after the final acceptance of the project. The warranty shall include all works necessary to bring the structure back to 100% serviceability. On the other hand, in line with quality requirements, as recommended by the WAW during the warranty period, the WAW technical team will ensure a follow-up of the works, inspecting the sites during 3 months of warranty. The contractor remains responsible for any defect related to the improper realization of the works or the use of poor-quality materials. The contractor shall immediately correct deficiencies once notified by the WAW technical team.

ARTICLE 6: CONSTRUCTION REPORT

The contractor must send a comprehensive narrative activities progress report to WAW technical department (weekly, bi-weekly, monthly, and final reports)

ARTICLE 7: Payment condition

The payment installments will be released according to the following schedule

Installment	Payment Percentage	Remarks
First	First 500/ payment shall be made on 600/ work progress	Payment will be released based
FIISt	First 50% payment shall be made on 60% work progress	on the confirmation of WAW
G 1	A	technical team and
Second	Another 50% shall be made based on 100% work progress	progress/completion report

Performance Security:		
performance security amount as bank letter in WAW Name	10%	After three months warranty period completion.

- The above-mentioned payment will be paid after work completion of each stage as stated in above table.
- The WAW technical Engineers will make final determination of overall project completion.
- Payments will be made in AFN currency by bank transfer.
- To comply with the Afghan financial law, 2% (two percent) tax from total amount will be deducted from the total amount and will be paid to the ministry of finance at the end of the project.

ARTICLE 8: INSPECTION OF CONSTRUCTION:

- All work shall be conducted under the general direction of the WAW.
- If the work is found to be defective or nonconforming in any material respect due to the contractor's fault, the contractor shall defray the expenses of satisfactory rehabilitation.
- The contractor assumes and adheres full responsibility for knowing and understanding the contract
 documents, Standard operating procedure (SOP), and modality for making all necessary inquiries
 regarding the works and the site. The assigned project supervisor/technical team is responsible for
 training and sharing all project necessary documents with the contractor before field work
 commencement.
- The contractor shall always keep one set of the contract documents on the site, in good order, and available to the director of works.
- The contractor or his duty-authorized representative shall be at the site during normal hours (8:00 Am-4:00 Pm) receiving the instructions of the WAW technical team.
- All the time, WAW shall have access to the works/project site or where work/material is stored.
- During the progress of the work, WAW shall have the authorization to write in the journal:
 - In site, the journal should be present to note the work progress, suggestions, and objections.
 - The WAW and UNHCR technical engineers have the right to remove any material on the site that is not as per the agreed project documents.
 - Any suggestion by the WAW and UNHCR technical engineers observed; should be written in the journal.
 - If the contractor does not follow the instruction mentioned in the journal, the technical team has the right to stop the activity until the correction of activities.
 - As a humanitarian organization, WAW requires that the contractor observes basic transparency standards in its procedure related to signed contract.
 - Safety tools for skilled and unskilled labor should be provided during the construction phase.

- Availability of first aid kit in each construction site.

The Works are Over Only After the Following Steps:

- WAW technical team will conduct field visits to ensure the quality and quantity of the contracted project according to the agreed project documents.
- Donor monitoring visits and their suggestions are incorporated accordingly.
- WAW and relevant stakeholders' joint visits from the project site.
- WAW and the contractor company visit to ensure progress completion and acceptance if no repairing is needed (considering the stated terms of the warranty).

ARTICLE 9: TERMINATION CLAUSE:

9.1 Termination for the WAW convenience.

The client reserves the right to terminate this contract as per WAW Policies specify in the contract, or any part hereof, for its sole convenience. In the event of such termination, the contractor shall immediately stop all work hereunder and shall immediately cause any and all of its contractors to cease work. Subject to the terms of this contract, the contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of the termination, plus reasonable charges that the contractor can demonstrate to the satisfaction of the client have resulted from the termination. The contractor shall not be paid for any work performed or costs incurred that reasonably could have been avoided.

9.2 Termination for cause.

The WAW may terminate this contract, or any part hereof, for cause in the event of any default by the contractor, or if the contractor fails to comply with any contract terms and conditions, or fails to provide the client, upon request, with adequate assurance of future performance. In the event of termination for cause, the client shall not be liable to the contractor for any amount for supplies or services not accepted, and the contractor shall be liable to the WAW for all rights and remedies provided by law. The termination causes are: Donor stop funding, government ban, force majeure condition, legal issues force WAW/Contractor to stop field work and WAW is not responsible for any compensation to contractor

SECTION 2 TECHNICAL REQUIREMENTS

ARTICLE 1: GENERAL

The contractor's construction must comply with the technical requirements contained herein. The contractor shall provide construction using the best blend of cost, construction efficiency, system durability, ease of maintenance, and environmental compatibility.

The project includes furnishing labor, materials, and equipment for the construction works and required utilities.

ARTICLE 2: SAFETY

It is not expected that mines or unexploded ordnance (UXO) are present in the project are.

It is the responsibility of the contractor to be aware of the risk of encountering UXO and to take all actions necessary to ensure a safe work area to perform the requirements of this contract. If, during construction activities, UXO is unexpectedly discovered or uncovered, or suspected to be present, the WAW will be notified, all operations shall cease immediately, and personnel shall be moved to a safe location until the item is removed, by qualified personnel.

ARTICLE 3: NOTIFICATION OF NONCOMPLAINCE

The WAW will notify the contractor of any detected noncompliance with the foregoing requirements. The contractor shall take immediate corrective action after receipt of such notice. Such notice, when delivered to the contractor at the work site, shall be deemed sufficient for the purpose of notification. If the contractor fails or refuses to comply promptly, the WAW may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The contractor shall make no part of the time lost due to such stop orders the subject of claim for extension of time or for excess costs or damages.

ARTICLE 4: LIMIATION OF WORKING SPACE

The contractor shall confine his operations strictly within the boundaries of the site. Workmen will not be permitted to trespass on adjoining property. Any operations or use of space outside the boundaries of the site shall be by arrangement with all interested parties. It must be emphasized that the contractor must take all practical steps to prevent his workmen from entering adjoining property of the UNHCR and in the event of trespass occurring that contractor will be held entirely responsible during work hours.

ARTICLE 5: TEMPORARY STRUCTURES

The contractor shall erect suitable temporary cloth fences, and necessary structures to safeguard his equipment, materials and plant against damage or theft and for the protection of the general public and shall adequately maintain the same throughout the course of the contract.

ARTICLE 6: ENVIRONMENTAL PROTECTION

The contractor shall comply with all Afghan laws, rules, regulations or standards concerning the environmental pollution control and abatement regarding discharge of liquid waste into natural streams or manmade channels.

The WAW will notify the contractor in writing of any observed non-compliance with the forgoing provisions. The contractor shall immediately take corrective action. If the contractor fails or refuses to promptly take corrective action, the WAW may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No extension of time or damages will be awarded to the contractor unless it was later determined.

Measures shall be taken to prevent chemicals, fuels, oils, greases, bituminous materials, waste washings, herbicides and insecticides, and construction materials from polluting the construction site and surrounding area.

Disposal of any materials, wastes, effluents, trash, garbage, oil grease, chemicals, et., shall be taken to a dumpsite off site and subject to the approval of the WAW.

ARTICLE 7: SITE PREPARATION

The contractor will perform all site preparation to include soft cutting, filling, grading, and compacting for site preparation and erosion control.

Contractor will dispose of all materials, wastes, effluents, trash, garbage, oil, grease, chemicals, and other foreign materials prior to commencing construction. All materials removed shall be taken to a dump off site and subject to the approval of the WAW.

ARTICLE 8: CLEANUP

The contractor will clean up all left-over materials form the construction site prior to the project's being determined to be complete. No trash or construction debris shall be left in the project area prior to acceptance by the WAW.

The WAW reserves the right to inspect the quality of stone work, bricks, door, windows, roofing and latrine in order corrections or replacement, at no additional expense to the WAW, of items determined as not meeting the minimum standard.

SECTION 3 SPECIAL CLAUSE

ARTICLE 1: CONTRACT MODIFICATIONS/Amendments

- Any changes in terms and conditions of signed contract are subject to proper justification and will be processed and governed by WAW procurement and donor Policy as amendment.
- Any required change/s in BoQ and construction materials subject to donor and WAW approval.

ARTICLE 2: TIME EXTENSIONS:

Time extension with cost or without cost is subjected to proper justification and will be processed as amendment through WAW procurement policy. Delay due to fault of contractor will not be considered as time extension and delay penalty will be charged.

Contractor's right to proceed will not be terminated nor will contractor be charged with damages for delays arising from unforeseen causes beyond contractor's control (Force Majeure). However, the contractor must immediately notify the WAW of such delays in writing.

ARTICLE 3: COMPLIANCE WITH AFGHANISTN LAW

The WAW policies and law and regulations of the Islamic Emarat of Afghanistan govern this contract. In the event of any dispute arising from this contract, the parties shall firstly try to solve said dispute in an amicable manner. If the dispute cannot be resolved by the parties, said dispute shall be submitted to arbitration in keeping with the Islamic Emirate of Afghanistan law. Arbitration shall be the sole method of resolving any dispute arising from this contract.

ARTICLE 4: ETHICAL CLAUSES AND CHILD LABOUR

- The WAW can terminate this contract sine die, if it is determined that the contractor has engaged in corrupt, fraudulent, collusive and/ or coercive practices as described in WAW polices.
- Corrupt practice is defined as is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the activities of the WAW.
- Fraudulent practice is any act or omission, including a misrepresentation that knowingly or recklessly
 misleads, or attempts to mislead, the client to obtain a financial or other benefit or to avoid an
 obligation.
- Collusive practice is undisclosed arrangement between two or more tenderers or candidates designed to artificially alter the results of the tender procedure to obtain a financial or other benefit.
- Coercive practice is impairing or harming, or threatening to impair or harm, directly or indirectly, any
 participant in the tender process to influence improperly its activities. As a humanitarian organization,
 the WAW requires that the contractor observes basic transparency standards in its procurement
 procedure related to this present contract.

As a humanitarian organization, the WAW requires that the contractor observes and upholds
minimum ethical standards during the procurement and execution of the contracts including the
avoidance of child labor (under the age of 18 years old) over aged or disabled and the respect of basic
social rights and working conditions based on international labor standards.

ARTICLE 5: CONTRACTOR'S RESPONSIBILITIES

The following items are the sole responsibility of the contractor to investigate, estimate as to cost, and assume the risk, as normally encountered by contractor:

- The contractor should pay the wages on timely manner based on Afghanistan labor law
- Sales within the country of contractor-owned materials and equipment.
- Stamp tax on documents, payments and payrolls.
- Compliance with all customs and import rules, regulations and restrictions, including, but not limited to, local purchase requirements.
- Any other logical changes can be applicable with mutual agreement.
- The contractor should deal with any possible conflict raised by community, and should immediately notify the WAW for timely resolve of the conflict.

Article 6: PROTECTION AND PRECAUTIONS MEASURES:

- The contractor shall restrict his activities to within the Site and shall avoid entry on to any other lands except where the contractor has made his own arrangements for such entry. Any trespass, damage, or claims arising from such entry shall be the sole responsibility of the contractor, who shall hold the contractor indemnified against all claims arising from such trespass or damage.
- The contractor shall comply strictly with the local and general safety regulations, and shall provide and maintain at all times during the progress of the works adequate protection measures for lives and properties.
- The Contractor shall afford all necessary protection to existing structures and will be required to make good at his own expense any damage done to such structures through his own or his representatives or contractors' fault and negligence.
- The Contractor shall afford all necessary protection to existing roads in the area. He will clear and
 make good at his own expense any damage to or debris on these roads through his own fault and
 negligence. He must at all-time ensure the free and normal flow of traffic and shall not cause
 obstruction to the traffic system.
- The Contractor shall provide and maintain necessary protection and precautionary measures such as warning signs, warning lamps and barricades etc. to prevent accidents. The Contractor shall promptly correct all such damage to original condition at no additional expense to the WAW.
- The contractor must ensure himself about any risks which can threat the personnel, activities and related work. In case of any risk and threat, or any incident that affects the contractor, WAW is not responsible and the responsibility goes to the contractor itself.
- The contractor shall bear full responsibility for any injury or death to any person and property damage resulting from his operations within the limits of the Works.
- The Contractor shall confine his operations to the areas that are actually required for the Works and shall fence the area accordingly.

APPENDIX J

Pre- site visit format فورم بازدید قبلی از ساحه

MANDATORY SITE VISIT STATEMENT

Description: Maintenance Works of GTC and Reception Center in Herat Province

I hereby confirm that my Company has inspected the site(s), and that it has obtained all necessary information related to risks, contingencies and other circumstances which might influence or affect the provision of the goods or execution of the works. In this regard, my Company acknowledges the following:

- a. Existing space for water well and septic
- **b.** Knowing the locations of Project Sites and delivery modes
- c. Any other issues concern supplier price

Name of the Company: نام کمپنی	
Full Name of company representative: نام نماینده رسمی کمپنی	
Sign, Stamp and Date مهر و امضاء شرکت	
Full Name of WAW Focal Point نام نماینده موسسه	
Name and Location of Site نام و موقعیت ساحه	
Sign, Stamp and Date مهر و امضاء نماینده موسسه	