

Women Activities and Social Service Association (WASSA)

Request for Proposal (RFP) for Provision of in-kind support for female survivors of floods in Ghor province - Announce # 008 -2024.






Title: Provision of 300 kit in-kind support for female survivors of floods in Ghor province.

Background






The Women's Activities and Social Services Association (WASSA) was established in 2002 as Afghanistan's first women's independent organization. WASSA aims to promote women's equal participation in socio-economic sectors of the country, is committed to seeking ways for women empowerment, and works directly with communities to bring change in the social attitude of the society in Afghanistan.

I. Description

Provision of in-kind support for female survivors of floods in Ghor province with following address:

No	Type of Description	QTY	More Details	Unit	Photo
1	Blanket	600	`Synthetic blankets are made of virgin fibers from polyester or acrylic materials. Some cotton may be included in the yarns. Size: 1.5 * 2 m. Weight: 500 to 850g/m2. Thickness: 5mm minimum	Set	
2	Solar lantern, torch with battery, or table lamp.	300	Solat Lantern	Set	
3	Frying Pan	300	NIL	1 No	
4	Cooking pot or pressure cooker.	300	Stainless steel cooking pot of 7 lit capacity with a frying pan should serve as lid. Two stainless steel handles attached	1 No	
5	Glasses for tea.	300	Standard Glass for Tea-Best Quality.	7 NO	
6	Bowl	300	NIL	1 No	

Provision of in-kind support for female survivors of floods in Ghor province.

7	Tea pot	600	Two and 4 Liter	No	
8	Spoon	300	Best Quality	7 No	
9	Peeling knife	1200	Best Quality	No	
10	Match box (package)	300	(10 Pak per Packages) -Best Quality	1 Package	
11	Big spoon for serving/cooking	600	Steel	No	
12	Plastic mat	600	Synthetic sleeping mats are used to sleep on and must be waterproof, tear proof and material trim finished. Size: 1.8 x 0.9 meters. Weight: 0.500 Kg / m2 Minimum	Set	
13	Clothes for women (socks, gloves, sweaters, hats, hijabs/chadors)	600	Clothes for women include of (socks, gloves, sweaters, hats, hijabs/chadors)	Set	
14	Clothes for children (socks, gloves, sweaters, hats)	600	Clothes for children (socks, gloves, sweaters, hats)	Set	
15	Transportation	3	Lot1: Delivers to Ghor Province Firooz Koh. lot2: Delivers to Dolaina district of Ghor. lot 3: Delivers to Sharak District of Ghor.	Location	Transportation cost is negotiable it may done by WASSA

2. Offer Submission:

Interested companies shall submit their best offers **by July 13, 2024, 4:00 PM local time**. The submission can be **hard copy to WASSA** Main Office: (Panj Rah-e-Aab Bakhsh Badmorghan (Ghulha St), Next to Ferdowsi 70, House #17-19, Herat, AFG.

RFP related to this offer can be addressed to WASSA Main office on seal Package only ((Panj Rah-e-Aab Bakhsh Badmorghan (Ghulha St), Next to Ferdowsi 70, House #17-19, Herat, AFG).

Note: Only short-listed company will invite for the next step.

3. Selection Criteria:

Award will be made to the company whose offer achieved the highest combined administrative, technical and financial score. If the final score is equal between two companies, the score of quality will prevail.

Priority will be given for the companies that are actively present in western region. Other eligibility criteria are:

- Incomplete bids will not be considered for evaluation
- Hold a valid license/registration with Ministry of Commerce/Ministry of Economy
- Certify that proposed unit prices shall be fixed for the duration of the agreement

I. Requirement for submission:

Following documents must be duly completed/signed/stamped by authorized person of the company:

I. Administrative:

1. Company License
2. Factsheet/Profile
3. Financial Clearance documents (tax clearance proof)
4. Copy of Tazkara - President and Vice President of company.
5. Exact address of Company.

II. Technical:

- I. As per required technical specification (Annex A)

III. Financial:

- I. Budget proposal (Annex B)

Currency: Budget/financial proposal should be submitted in USD currency by supplier, cheque will issue in USD currency but it depends to the bank pays USD /AFN.

Note: WASSA reserves the right to accept all or part of your proposal, whichever is in its best financial interest.

Tax:

Supplier shall be liable for all tax payments occurring relevant this purchase. All such taxes shall be reflected in Budget/Financial proposal. In case supplier is exempted from Tax payments, proof of such exemption shall be included with the bid documents.

Payment

Payment shall be made through bank transfer without restricted access to cash in USD.

Payment will do after service (End of Month).

Payments shall be made in USD currency by bank transfer to the following account:

Account Number:

Name of bank:

Address of bank:

Account name:

Swift Code:

Disclaimers and Protection Clauses

- WASSA may cancel solicitation and not award
- WASSA may reject any or all responses received
- WASSA confirms that issuance of solicitation does not constitute award commitment
- WASSA reserves the right to disqualify any offer based on offeror failure to follow solicitation instructions

- WASSA will not compensate offerors for responses to solicitation
- WASSA reserves the right to issue award based on initial evaluation of offers without further discussion.
- WASSA may choose to award only part of the activities in the solicitation, or issue multiple awards based on the solicitation activities
- WASSA reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition

Scoring:

S/N	Descriptions	Score
1	Company License (Jawaz Update , Tazkara ,and TIN #)	5
2	Fact sheet (Company Profile)	5
3	Tax Clearance	5
4	Work Experience	10
5	Financial	60
6	Sample check	15
Total score		100

Supplier's LETTER (in Letterhead)

Dear Sirs/Madams:

We, the undersigned, offer to undertake **RFP-WASSA-008-2024**, in accordance with your Request for Proposal dated / / and our proposal in the sum of AFN (in words) _____ (in figures) _____.

Our proposal shall be valid for two months from the submission date.

Our proposed prices will be valid for (.....) upon contract execution.

Our proposed prices include local taxes.

Our proposed is predicated upon all the terms and conditions of the RFP.

Our company is ready to carry out the provision in WASSA and shall provide services within _____ calendar days after receipt of confirmation of contract.

By submitting this proposal, we grant WASSA and the authorized representative(s) the right to examine, at any time before award, those records, which include documents, accounting procedures and practices, and other data, regardless of type and form or whether such supporting information is specifically referenced or included in the proposal as the basis for pricing, that will permit an adequate evaluation of the proposed price and validity of the offer.

We understand you are not bound to accept any proposal you receive.

Sincerely yours,

Name of Company: _____

Name and Title of Authorized Signatory: _____

Phone Number: _____

Email Address: _____

Address: _____

Authorized Signature/Stamp and Date: _____

Annex A: Technical Specification Deliverables:

No	Description of Goods	Quality, Make	Remarks /Compliance
1			
2			
3			
4			
5			
6			
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8			
9			

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12			
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14			
15			

Annex B: Financial/Budget Proposal

Below is the sample for budget/financial proposal submission. Please keep the main headings as in below table.

Note: Price and currency to be inserted by supplier.

No	Description	Offered Specification	Unit	Quantity	Currency USD		Budget Narration
					Unit Cost USD	Total Cost (USD)	
1							
2							
3							
4							
5							
6							
7							
8							

9							
10							
11							
12							
13							
14							
15							
Delivery point: DDP WASSA Main Office – (Panj Rah-e-Aab Bakhsh Badmorghan (Ghulha St), Next to Ferdowsi 70, House #17-19, Herat ,AFG.					Total price USD:		

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