



ISLAMIC RELIEF

Islamic Relief in Afghanistan is registered with the ministry of economics (under Registration No. 184)

“Inspired by our Islamic faith and guided by our values we envisage a caring world where communities are empowered, social obligations are fulfilled and people respond as one to the suffering of others.”

Tender Pack

TENDER NO: PREQ00009723/9724

PROPOSAL FOR: Supply of Construction Material for (72) Shelters in Herat Provinces

ADVERTISEMENT DATE: 11- July-2024

DEADLINE FOR SUBMISSION: 25- July- 2024 by 11:00AM Kabul Time



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1. CONFIDENTIAL QUESTIONNAIRE

Company Information

Question	Response
Full Legal and Trading Name.	
Date of Registration of your company (please attach certificate)	
Full address.	
Registered place of business (if different from street address).	
Name the contact within your organization to whom all correspondence regarding this should be addressed. This includes Cell#, Email Address	
Company website address.	
Name and position of person authorized to enter negotiations and sign any formal agreement.	
Company registration details such as, i. Registration numbers ii. VAT/TIN Registration number iii. Trade license number (copy must be attach)	
Name of other key contacts: Director/s. Sales/Orders. Technical Support.	



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Business Information

Question	Response
<p>Provide a brief description of your Company profile and structure, size and location(s) including a brief overview of your marketing and the scope of operations and styles manufactured.</p> <p>Relationships with any parent company (if applicable).</p> <p>Include details of third-party contractors where applicable.</p> <p>Details of joint venture arrangements (if applicable).</p>	
List of Products	
List of Major Clients	
<p>Details of your company’s experience in the manufacture or supply of similar items, keeping in view the following points:</p> <ul style="list-style-type: none">i. Name of company/INGOsii. Contract Valueiii. References <p>(Pos/ agreements copy must be attach)</p> <p>Audit report and all other requested documents</p>	

Banker’s Detail:

Question	Response
<p>Bank Name, Account Title, branch, and total turnover in USD of last three years (attach the bank statement) as per requestion.</p>	



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Trade Reference (only for Supply of construction material):

	1	2	3	4
Name of Organization				
Contact name and phone number				
Description of items/services delivered.				
Quantity				
Date contract awarded.				
Date contract Completed.				
Value of Contract in AFN/USD				



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2. Pricing (RFQ)

M/s _____

Date: _____

Ref. # _____

Islamic Relief (IR) is an International Non-Governmental Humanitarian Organization providing humanitarian aid during emergencies and working for long-term development of the world's poorest people.

Islamic Relief (Afghanistan) takes this opportunity to request you to quote the prices for the Supply of Construction material For Farah, Herat, Badghis, Bamiyan, Daikundi and Ghor Provinces Afghanistan as per following details:

Herat: Zenda Jan & Injel District (Chah Savol, Mawlana and Shorabak Balocha Villages)						
S/N	Item Name	Specification	Unit	Qty	Unit Price	Total Cost AFN
1	Shovel	Shovel with handles, best quality, 2mm thick iron sheet, the handle should be smooth made of shing wood or Available equivalent	Pcs	2		
2	Pickax with handles	Pickax with handles, 2kg with chisel & point pick head (47x 5x 1cm), with shing wood handle of 91cm or Available equivalent	Pcs	1		
3	string	string, 300 code	Pcs	1		
4	Measuring Tape	Measuring Tape 5meters metal best quality	Pcs	1		
5	Hammer	Hammer for stone masonry, 1.1 kg (steel), with shing wood handle Item dimensions L x W x H 48.3 x 5.1 x 15.2 centimeters.	pcs	1		
6	Wheelbarrow,	Wheelbarrow, 90x 60x 22cm, 14-gauge Gi Iron sheet, with Japan tire, the frame should be of 1 inch GI pie with thickness of 2mm.	pcs	1		
7	Plumb Bob	Plumb Bob Stanley medium size	pcs	1		
8	Head pan	Head pan Made of 1.5mm thick steel with 40cm diameter and 12cm height.	pcs	1		
9	Straight edge	Straight edge iron Profile 50x30 mm	pcs	2		



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		with length 2 meters				
10	Crystal stone	Crystal stone including transportation, Stone should not be smaller than 10kg and bigger than 30 kg with no impurities with the diameter size ranging from 150 to 300 mm.	M3	33		
11	Coarse sand	Coarse sand for stone masonry, brick masonry work and concrete work including transportation to the project site, washed, cleaned and need to be passed through 3.175 mm sieve.	M3	25		
12	Fine sand	Fine sand for pointing and plastering including transportation, Washed, free of impurities and should be passed through 1.58mm sieve size.	M3	1		
13	Cement	Cement including transportation to the project site, Ordinary fresh Portland cement 33 grade best quality.	Bag	179		
14	Gravel/aggregate	Gravel/aggregate for RCC blinding. The coarse aggregate should be 120-160mm. Including transportation and all related works.	M3	7		
15	Reinforcing steel bars	Reinforcing steel bars (8, 10 and 12) mm (KSM) 60 grade steel as per the field engineer instruction.	Kg	673		
16	Cooked brick	Cooked brick first class for walls (200x100x65 Herat market available size), according to the drawings. Including transportation and all related works.	Pcs	18190		
17	Gypsum	Gypsum for ceiling concrete hollow blocks grounding (Iranian high quality, 40 kg/bag) according to the drawings. Including transportation and all related works.	Kg	1120		
18	Binding wire	Binding wire 1.5mm diameter, For steel bar binding (mild steel)	Kg	7		



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19	Plastic Water Tank	Provision of High-Quality Plastic Water Tank with the Capacity of 2000 Liters	Pcs	1		
20	I Beam	I Beam for roof, L= 4m, H=14 cm, weight= +90 kg/PCS (total length 64-meter total no off=16) with one coat anti rust paint	Pcs	16		
21	wooden sheets	Providing of wooden sheets 200*20*2 for the roof work	Pcs	140		
22	Rush	Rush/good quality tarpaulin Size 1.5*1.5* Local	M2	54		
23	plastic sheet	plastic sheet for roofing under the straw mud plaster	M2	54		
24	GI gutter	GI gutter, section 12x10cm - gauge 18, 6 pieces of 1m length, according to the drawings. Including transportation and all related works.	M	6		
25	Wooden corner	Wooden corner brace (as per design attached)	Pcs	8		
26	Wooden windows	Wooden windows (1.5*1.5) m with 4mm glass installation (as per design attached)	M2	9		
27	Wooden windows	Wooden windows (0.8*0.9) m with 4mm glass installation (as per design attached)	M2	0.72		
28	Wooden Door	Wooden Door (1*2.2) m (as per design attached)	M2	4.4		
29	external doors	external doors, size 1.0x2.20m, with metallic frame profile 30x60mm - gauge 18, iron sheet 0.7mm, best quality, according to the drawings. Clean, with one coat of anti-rust paint and one coat of final paint, with handles, hinges, high quality lock. Including transportation and all related works. (9 Kgs/6 meters)	M2	2.2		
30	Straw	Straw best quality ۵۵	kg	100		
Total Amount for one shelter inclusive of loading unloading Transportation to the construction point in the district level and all Types Taxes						



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Total Amount for (72) shelter inclusive of loading unloading Transportation to the construction point in the district level and all Types Taxes	
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Note: IR will have the right to conduct the lab test for samples to evaluate the quality and the consignment if selected.

Destination of delivery:

- location of delivery is district of mentioned provinces project site the villages may change inside district.
- Herat: Zenda Jan and Injel district (Chah Savol, Mawlana and Shorabak Balocha Villages)
- Delivery plan according IRW plan.
- The selected vendor shall complete (hand tools, crystal stone, cement, sand) within a week at the start of signing contract.

IMPORTANT NOTES: (Please Read All Carefully)

1. Before filling out the tender, it is mandatory that the supplier study the specifications well, survey the local market for availability of all the items.
2. Supplier is responsible to supply the items as per specifications provided, no change in specification will be acceptable of any item once tender awarded to any supplier.

Delivery Time	30 days after contract signing for the whole delivery
Offer Delivery Time	

3. General Terms & Conditions

1. Interested Bidder will be required to provide bid security in the form of bank guarantee amounting 5% (in the name of Islamic Relief Worldwide) of the total bid value, bid security will be returned to unsuccessful bidders after decision of tender. Tender without bid security will not be considered.
2. Quoted prices for the above items shall be inclusive of all kinds of govt. taxes and duties as per prevailing Tax Laws of Govt. of Afghanistan, Transportation, Distribution, loading unloading and custom clearance (if any)
3. All prices must be quoted in Afghani (AFN), quotation in other currencies will be converted to AFN as per DA Afghanistan Bank Exchange rate of the submission date.
4. Prices quoted shall be Delivered Duty Paid (DDP) at the identified locations.
5. Any damage, loss, theft, and demurrages outside the premises of Islamic Relief (Afghanistan) shall be the responsibility of supplier / agent.
6. Withholding tax as per government prevailing rates shall be deducted at the time of payment.



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7. Payment shall be made in the form of **bank transfer** 21 working days after acceptance of delivery and subsequent acceptance of the invoice to the Islamic Relief (Afghanistan).
8. Islamic Relief shall have the right to award the contract as whole to one supplier. Or shelters wise,
9. Islamic Relief reserves the right to reject any or all bids without assigning any reason thereof.
10. The expected delivery time must be mentioned on your proposal incomplete bids/documents shall not be entertained.
11. All tender pages to be signed and stamped by supplier.

3.2. Bid Submission Requirements:

- Supplier shall provide bid security amounting 5% (in the name of Islamic Relief Worldwide) in the form of bank guarantee along with tender pack, the bank guarantee will be returned to unsuccessful bidders after decision of tender. Tender without bank guarantee will not be considered.
- Updated Company Profile with all registration certificates.
- Experience of supplying and completion a similar project in last 3 years. (On the basis of provided documents)
- Providing evidence for completion of total contracts with worth of 30 million AFN in last three years (Turn over).
- Financial Strength (attached original bank statements or line of credit) showing 30 million AFN in balance.
- Quoted Price
- Sealed Quotations addressed to “Procurement Committee” should be drop in quotation box address at House 17, Street 5, Qala-e-Fethullah, District 10 Kabul, Afghanistan latest by 11:00 AM Kabul time on or before 25 July 2024.

3.3. Validity of Price:

Prices shall remain valid for at least 60 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.

4. Supplier Screening Form

Company Information:- _____

Company Name (as appeared on Registration Document):

Company Address:

Country:

Telephone:

Website:



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Director(s) names (Please ensure you enclose proof of identity of director(s) e.g. passport copy or ID card)

Has the organization been convicted of any criminal offence?

Does the organization have any relationship with current IR staff in the following capacity?

Personal/Family Yes No

Business Yes No

If you have answered YES to any of the above then can you please state in detail the relationship you have and with whom

How did you hear about IR’s service request _____

Please note it is compulsory for the following to be provided to us:

- 1. Company Registration**
- 2. Photocopy of NID/Passport of Directors**
- 3. Photocopy of NID/Passport of vice president**

Consent

Our organization is not involved in and does not support any activity which is considered illegal by the Government of –Afghanistan or under the International Laws Community or what may be termed a ‘terrorist activity.’

I confirm that the above information is accurate to the best of my knowledge. I have not withheld information.

Name

Position

Sign & Official stamp

Date

We will treat your personal information as confidential and your details will not be shared with anyone else. The information on this form is required for the purpose of providing security screening.

Internal Use



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Received by (local office): Name _____ Position _____ Date _____

Information sent to (HQ): Name _____ Date _____

5. Complaints..... please write us

If you see any violation of rights or any incident of corruption, please contact us at:

complaints@irworldwide.org

Islamic Relief has zero tolerance for corruption & bribery and is committed to listen and Address any violation of rights of aid workers, suppliers, contractors and our beneficiary communities.

6. Queries..... please write us

If you have any query on tender document than please write to PC.Kabul@islamic-relief.org.af

7. Supplier Code of Conduct

1 Islamic Relief Worldwide requires all firm to adhere to:

- 1.1 The Modern Slavery Act 2015
- 1.2 The International Labour Standards as defined by the ILO (International Labor Organization). This Code of Conduct developed by the Inter Agency Procurement Group (IAPG) is inspired by the International Labour Standards.

2 Corporate Social Responsibility (CSR)

This information is to advise you, our service provider of the Corporate Social Responsibility (CSR) element in our supplier relationships:

- 2.1 Goods and services purchased are produced and developed under conditions that do not involve the abuse or exploitation of any persons.
- 2.2 Goods/services produced and delivered by organizations subscribe to no exploitation of children
- 2.3 Goods/services produced and manufactured have the least impact on the environment
- 2.4 Goods and services are produced and delivered under conditions where:
 - 2.4.1 Employment is freely chosen
 - 2.4.2 The rights of staff to freedom of association and collective bargaining are respected.
 - 2.4.3 Living wages are paid
 - 2.4.4 There is no exploitation of children



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2.4.5 Working conditions are safe and hygienic

2.4.6 Working hours are not excessive

2.4.7 No discrimination is practiced

2.4.8 Regular employment is provided

2.4.9 No harsh or inhumane treatment of staff is allowed.

2.5 Environmental Standards:

Service provider should as a minimum comply with all statutory and other legal requirements relating to environmental impacts of their business. Areas to be considered are:

2.5.1 Waste Management

2.5.2 Packaging and Paper

2.5.3 Conservation

2.5.4 Energy Use

2.5.5 Sustainability

3 Business Behavior:

Islamic Relief will seek alternative sources where the conduct of service provider demonstrably violates the Modern Slavery Act 2015, and there is no willingness to address the situation within a reasonable time-frame.

Islamic Relief will seek alternative sources where companies in the supply chain are involved in the manufacture of arms or the sale of arms to governments which systematically violate the human rights of their citizens.

Qualifications to the statement:

Where speed of deployment is essential in saving lives, IAPG members will purchase necessary goods and services from the most appropriate available source.