

## Request for Quotation (RFQ)

Our reference: Afghanistan  
 RFQ Number: AF01-2439/SFL/GFA  
 Announce date: 22/07/2024  
 Closing Date: 30/07/2024  
 Closing Time: 04:00 PM  
 RFQ for: (Specifications are detailed in the below table)  
 Project Location: Mazar-e-Sharif, Charkent, Dawlat Abad, Chemtal, Charbolak, Sholgara, Keshendah and Zari districts of Balkh Province.  
 Project: USSP Food and CBT Project

**Attention:**

For the above-mentioned project, Shelter for Life International (SFL) is in the market and seeks bids for procurement of the following items:

Required summarized RFQ for NFI:

No	Item Name	Technical Specification	Unit	Qty	Unit price	Total Price	Remark
1	Plastic bag	Glassy plastic with high quality 7 Kg, 3.5 Kg and 0.5 Kg	Kg	10,500			
<b>Grand Total</b>							

Note: Shelter for Life International (SFL) reserves the right to divide the contract into lots and to award the lots to various bidders. The quoted price should be in AFN.

Applicant information:

Full Company Name	
Legal address	
Contact person (Name and contact number)	
Telephone number	
Bank details	

RFQ Declaration:

The bidder carefully read the RFQ, has examined the site and province centers, and understands and accepts the said conditions and specifications. For the prices set for in this RFQ, the supplier hereby offers to furnish all loading, unloading, transportation, and logistical issues pertaining to the complete delivery product, and to complete the work in strict accordance with said conditions and specifications,

**It is agreed that the RFQ quantities are estimated only and may be increased or decreased by (SFL) without any alteration of the RFQ price.**

Bidding Requirements

1. The successful bidder must have the updated registration certification.
2. The successful bidder shall submit a copy of the company's registration certificate.
3. Inspection: Plastic pocket (plastic in the above table) will be checked by the SFL technical team who are responsible for the project upon receipt to ensure the accuracy and quality of order.
4. The supplier should have prior experience with UN agencies or international organizations.
5. The bidder should consider the Technical Specification which is written in the above table,
6. Inspection of NFI (see above specification) will be quality checked by the SFL team as a representative and responsible for the project upon receipt to ensure accuracy and quality of order.
7. The vendor should deliver the aforementioned plastic to the targeted area in the Mazar-e-Sharif Balkh province.
8. A copy of three previous contracts must be furnished to SFL as verification before awarding the contract.
9. Terms of payment will be net 20-30 days from the receipt of the supplier's original invoice by SFL.
10. SFL reserves the right to terminate the contract in case of failure to QC check.
11. In the absence of the head and Deputy Manager of the company, an authored introductory letter is required for the third person from the head and/or deputy Manager of the respected company.
12. After receiving 50% glassy plastic with high quality, SFL pays 50% first installment according to contract.

13. In case, the project being stopped by the donor or by Islamic Emirate Government unexpectedly or due to budget constrain limited activities area by donor and the next installment will not be implemented, the supplier will not have any complaints
14. The vendor is required to pay the sales and service tax in accordance with the income tax laws of the Islamic Emirate of Afghanistan to the Finance department before receiving payment from SFL and must submit a copy of this receipt to SFL.

Other terms:

- SFL has the authority to check the capacity of the successful bidder
- SFL has the authority to do technical inspection in the above-mentioned project location.
- Tenders not conforming to all specified requirements will not be considered.

**Who can apply:**

- **Only logistics companies who are operating in Afghanistan, can apply for this competition.**

Payment:

The payment will be done in two installments after delivery of all Plastics

Tender Condition:

All tenders must be sent to the following email address: [afghanistaninfo@shelter.org](mailto:afghanistaninfo@shelter.org)

**Email subject: Plastic RFQ**

**Head of company Signature & Stamp:**

**Requesting Manager Signature (SFL):**

\_\_\_\_\_

**Authorized Signature & Stamp (SFL):**

\_\_\_\_\_

**To be done by SFL:**

**Reason(s) for selection of Supplier / Contractor / Consultant:**

- Lowest Quote                       Best value for money                       Only one quote/ bid sought  
 Addition to current job                       Previous experience                       Preferred Supplier/Vendor  
 Other (*reason required below*)                       Specific, grant-based purchase (*details required below*)

*Reason for selecting Supplier Contractor / Consultant.... or... details on granting body*

**Authorization by Quotation Panel (SFL): (please do not write anything in below table)**

*(where required for Purchasing Tenders over*

Name	Title	Signature	Date

*Note: A minimum of three signatures is required. Add more lines above, if required*

*Approved By:*