

**Request for Quotation for Provision of Goat Husbandry, Refrigerator Repairing and Mobile repairing Toolkits
for TDH/BMZ project beneficiaries in Herat and Ghor Provinces"**

Bidder Name	
RFQ issue date:	28, Aug, 2024
RFQ Submission Deadline:	08, Sep,2024 at 4:00 PM Local Time
RFQ reference No:	P-P4479-19-24-06
RFP no.:	P-P4479-19-24-06
Project Code and Donor	P4479 _ BMZ/TDH
Items descriptions	Goat Husbandry Toolkit, Refrigerator Repairing Toolkit and Mobile Repairing Equipment as detailed in the Technical Specification Annex1,
Delivery Location:	1) RSDO Main-office in the Herat Province, Herat City, Kore-e-Meli, Herat, Afghanistan 2) RSDO Sub-office in the Ghor Province, Firooz Koh City, Behind the Godam-e-Dolati, Ghor, Afghanistan
RFQ Submission Manner	The technical and financial packages must be submitted in sealed envelopes to the below RSDO Office by the above-given deadline. Address: RSDO Office, Si Metra Street (Nawaee), Nawaee #16, House #3 ... Herat, Afghanistan. Offers transmitted in any other manner than those indicated above will not be considered. It shall remain your responsibility to ensure that your quotation will reach the mentioned above RSDO address before the deadline. Quotations that are received by RSDO after the deadline indicated above, for whatever reason, shall not be considered for evaluation
Contract title:	Provision of Goat Husbandry, Refrigerator Repairing and Mobile repairing Toolkits for TDH/BMZ project beneficiaries in Herat and Ghor Provinces
Contracting Authority:	Razi Social & Development Organization (RSDO) Address: Si Metra (Nawaee), Nawaee #16, Herat, Afghanistan Contact person: Nazir Akbari, Procurement and Logistics Manager Email: Procurement@rsdo.af
Pages including this page	4-pages

Preamble

RSDO is inviting interested eligible and potential esteemed Companies/ suppliers to offer their financial offer for the "Provision of Goat Husbandry, Refrigerator Repairing and Mobile repairing Toolkits for TDH/BMZ project beneficiaries in Herat and Ghor Provinces."

Interested eligible and potential esteemed Companies/suppliers, could submit their offer in a sealed envelope with an official stamp to RSDO -Herat Office no later than closing date and time.

Please read all the bid and submission instructions carefully.

- 1) Please include your official stamp and signature on the RSDO on all Bidding forms
- 2) Only Afghan currency (Afghanis) is accepted on the quotations and any other currency is not acceptable.
- 3) Please attach a copy of a valid business license certificate and Tax Clearance Form.
- 4) Payment will be made to the contractor within 30 days from the date of the certificate of practical completion of Delivery to the agreed location(s)
- 5) The delivery responsibility and transportation cost of goods/items to the mentioned location(s) is on the contractor.
- 6) Registered companies/contractors with a valid business license have to pay a 2% tax in strict compliance with the Ministry of Finance, Government of Afghanistan
- 7) Individual Contractors without a business license have to pay a 7% tax from the total contracted amount. The mentioned tax percentage would be deducted from the contractor's contract value through RSDO and will be transferred to the Ministry of Finance bank account.
- 8) RSDO reserves the right to accept the whole or part of your quotation.
- 9) RSDO reserves the right to take the highest or lowest bidder.

EVALUATION CRITERIA

1. ESSENTIAL CRITERIA-MANDATORY

- a) Accurately filled in the quote without any arithmetical computation errors. The Procuring entity will consider the final Unit price as final when calculating the sum total.
- b) Bid Validity of the offer (preferably at least 30 days).
- c) Valid Business License Registration
- d) National Identification Cards for the Business Owners (President and V-President of Firm)

A – Instructions

The below annexes are attached with this Request for Quotation (RFQ)

Annex 1: Technical Specification

Annex 2: Financial Offer Form

Annex 3: RFQ Instruction

Annex 4: Confirmation of Compliance

Annex 5: RSDO General Terms and Conditions for Supply Contracts

Annex 6: RSDO Code of Conduct for Contractors

Annex 7: Declaration of Impartiality and confidentiality for contractors

If this document is a PDF format, upon request, a complete copy of the above documents can be forwarded in a WORD and Excel format for electronic completion. It is strictly forbidden to make any changes to the original RSDO word files.

A. Instructions

In submitting a proposal, the Candidate accepts in full and without restriction the special and general conditions including annexes governing this Contract as the sole basis of this procedure, whatever his/her own conditions for **Goat Husbandry & Refrigerator Repairing and Mobile Repairing Toolkits** may be, which the Candidate hereby waives, the Candidates are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this Request for Quotation.

A.1. Scope of supply

The Items required by the Contracting Authority are described in the Technical Specification in Annex 1.

The Candidate shall offer the totality of the **Goat Husbandry & Refrigerator Repairing and Mobile Repairing Toolkits** as described in the Technical Specification Annex1. Candidates offering only part of the required items will be rejected.

A.2. Cost of proposal

The Candidate shall bear all costs associated with the preparation and submission of his/her proposal and the Contracting Authority is not responsible or liable for these costs, regardless of the conduct or outcome of the process.

A.3. Eligibility and qualification requirements

Candidates are not eligible to participate in this procedure if they are in one of the situations listed in Article 16 of the RSDO General Terms and Conditions for Supply Contracts.

Candidates shall in the Proposal Submission Form attest that they meet the above eligibility criteria. If required by the Contracting Authority, the Candidate whose proposal is accepted shall further provide evidence satisfactory to the Contracting Authority of its eligibility.

As a rule, the arrival of RFQ documents in due time is always the candidate's responsibility. Late proposals refer to any proposal arriving after the Closing date for submitting proposals, and any proposals arriving late due to a delay is not acceptable and the proposal will reject by the contracting authority

Candidates are also requested to certify that they comply with the RSDO Code of Conduct for Contractors.

A.4. Exclusion from award of contracts

Contracts may not be awarded to Candidates who, during this procedure:

- (a) are subject to conflict of interest
- (b) are guilty of misrepresentation in supplying the information required by the Contracting Authority as a condition of participation in the Contract procedure or fail to supply this information

A.5. Documents comprising the Request for Quotation

The Candidate shall complete and submit the following documents with his RFQ:

- a. General Terms of conditions for supply contracts Annex 5 duly signed by the candidate
- b. Code of Conduct for candidates, suppliers and contractors Annex 6 duly signed and stamped by the candidate
- c. Declaration of Impartiality and Confidentiality for candidates, suppliers and contractors Annex 7 duly signed and stamped by candidate
- d. Company registration form and Tax clearance documents.

The RFQ and all correspondence and documents related to the Request for Quotation exchanged by the Candidate and the Contracting Authority must be written in the language of the procedure, which is English.

A.6. Financial proposal

The Financial Proposal shall be presented as an amount in AFN in the Financial Offer Form in Annex 2. The remuneration of the Candidate under the Contract shall be determined as follows:

The Candidate shall indicate in his/her proposal for the Toolkits as identified in technical specification annex 1. The Candidate shall be deemed to have satisfied himself as to the sufficiency of his/her proposed global remuneration, to cover both his/her fee rate, including overhead, profit, all his/her obligations, sick leave, overtime, and holiday pay, taxes, social charges, etc. and all expenses (such as transport, accommodation, food, office, etc.) to be incurred for the performance of the Contract. The proposed global remuneration shall cover all obligations of the successful Candidate under the Contract (without depending on actual time spent on the assignment) and all matters and things necessary for the proper execution and completion and delivery of the items requested and the remedying of any deficiencies therein.

VAT: the tax will be deducted from the supplier, according to the Afghanistan Finance Ministry Tax law

A.7. Validity

Proposals shall remain valid and open for acceptance for 30 days after the closing date.

A.8.**Technical and financial evaluation**

The evaluation method will be the quality and cost-based selection. A two-stage procedure shall be utilized in evaluating the Proposals; a technical evaluation and a financial evaluation.

RFQs will be ranked according to their combined technical (St) and financial (Sf) scores using the PASS or FALLS for the quality, and 100% for the offered Lowest price. All proposals overall evaluating based on the lowest price and quality inspection PASS or FALLS

Evaluation

For the evaluation of the technical proposals, the Contracting Authority shall take the Suppliers' administrative compliance, lowest offer price, and quality PASS or FALLS method.

Quality Inspection:

After the initial suppliers' administrative and financial evaluation, the One top-ranked suppliers will be found eligible for quality inspection of requested items according to the provided technical specs in annex#1

Description	Method
Quality acceptance for Goat Husbandry & Refrigerator Repairing and Mobile Repairing Toolkits for each commodity meeting the RSDO Quality as per technical specifications shown in annex#1	PASS or FALLS

A.09. Negotiations

The Contracting Authority reserves the right to contact the Candidates having submitted proposals determined to be substantially and technically responsive, in order to propose a negotiation of the terms of such proposals. Negotiations will not entail any substantial deviation from the terms and conditions of the Request for Quotation but shall have the purpose of obtaining from the Candidates better conditions in terms of technical quality, implementation periods, payment conditions, etc.

Negotiations may however have the purpose of reducing the scope of the supplies or revising other terms of the Contract in order to reduce the proposed remuneration when the proposed remunerations exceed the available budget.

A.10. Award Criteria

The Contracting Authority will award the Contract to the Candidate whose proposal has been determined to be substantially responsive to the documents of the Request for Quotation and which has obtained the highest overall financial score and quality inspection passed.

A.11. Signature and entry into force of the Contract

Prior to the expiration of the period of the validity of the proposal, the Contracting Authority will inform the successful Candidate in writing that its proposal has been accepted and inform the unsuccessful Candidate in writing about the result of the evaluation process.

Within 3 days of receipt of the Contract, not yet signed by the Contracting Authority, the successful Candidate must sign and date the Contract and return it to the Contracting Authority. On signing the Contract, the successful candidate will become the Contractor and the Contract will enter into force once signed by the Contracting Authority.

If the successful Candidate fails to sign and return the Contract within the (10) days stipulated, the Contracting Authority may consider the acceptance of the proposal to be cancelled without prejudice to the Contracting Authority's right to claim compensation or pursue any other remedy in respect of such failure, and the successful candidate will have no claim whatsoever on the Contracting Authority.