**War Child Afghanistan**

**Request for Quotation**

**Provision of Rental Vehicles under AHF (Drought Project) in Badghis, Balkh and Jawzjan Provinces**

**PD No: WC-HRT-24-000870**

**ISSUANCE DATE: August 29, 2024**

**Closing Date/Time: 09-Sep-24 at 10:00 AM, Local Kabul time**

# About WC: War Child, the charity for children affected by war. We work with children who, as a result of conflict, live with a combination of poverty, exclusion and insecurity. These children might include street children, child headed households, children conscripted into armed groups, and children who have been put in prison.  Our mission is to protect, educate and stand up for the rights of children caught up in war, in some of the worse conflict-affected places. We look forward to a world in which the lives of children are no longer torn apart by war. This is a vision that can only be realised through the collective actions of children themselves, communities and their leaders, organisations like War Child, governments and key decision makers.

**Eligibility of Suppliers to apply:**

**1:** As per the official letter *(Maktoob) No. 2400* from the Authorities (MoEc) and in correspondence with article (19) of the plan for issuing permits and regulating the road activities from the Ministry of Transport, logistics, construction, commercial, and transit companies are not allowed to sign contracts for transportation of staff. As such, this RFQ is only for those companies who hold the rightful title (Transportation) in their licenses. **Bids of those suppliers who have business licenses in the field of Logistics, Construction, Commercial, Transit, etc (*except Transportation*) will not be accepted/evaluated by War Child**.

2: The vehicles required in each province need to have valid green books, and the vehicles plate numbers must be (1) either from the same province, and or (2) the owner of the vehicle who purchased the vehicle is from the same province. Either of the options is acceptable from above. For more clarity, suppliers to consider below:

* The 2 vehicles required in Badghis must have either (1) plate numbers issued by Badghis Traffic Department, and/or (2) the owners of the vehicles are from Badghis and have NIDs provided that confirms the owners are from Badghis province.
* The vehicle required in Balkh must have either (1) plate numbers issued by Balkh Traffic Department, and/or (2) the owner of the vehicle is from Balkh and has NID provided that confirms the owner is from Balkh province.
* The vehicle required in Jawzjan must have either (1) plate numbers issued by Jawzjan Traffic Department, and/or (2) the owner of the vehicle is from Jawzjan and has NID provided that confirms the owner is from Jawzjan province.

If out of the above 2 options, only one is met by suppliers in their proposals, then WC will accept their bids for evaluation, otherwise their bids will be disqualified.

# 3: The drivers of the vehicles in each province need to have valid driving licenses, and must have NID (National Tazkira) from the same province; for more clarity, suppliers to consider below:

The 2 drivers in Badghis must have valid driving licenses, and both drivers must be from Badghis province and their Tazkiras need to be provided within the proposals.

The driver in Balkh must have valid driving license and must be from Balkh province and his Tazkira needs to be provided within the proposals.

The driver in Jawzjan must have a valid driving license and must be from Jawzjan province and his Tazkira needs to be provided within the proposals.

**Suppliers to provide following document for drivers within their proposals:**

* **Valid driving license**
* **NID (Tazkira) from same provinces**

**If suppliers fail to provide the above within their document, then their bid acceptance will be at the discretion of WC and evaluation committee.**

# DETAIL OF SERVICES: We are looking to find potential Transportation Compan(ies) through competitive process to provide rental vehicles under the AHF (Drought) project in Badghis, Balkh and Jawzjan Provinces:

The winning transportation Compan(ies), will enter into a Rental Vehicles Agreement for the periods listed in the RFQ Format with possibility of extension, subject to the need and service provider’s reliability.

# Annex A – Terms of Reference for the rental vehicles is attached as a separate document with this Bid Notice. Suppliers are required to read Annex A and apply in consideration of the terms in Annex A.

**Note**: Please keep in mind that War Child will deduct applicable tax from the total amount of each month vehicles rent and will be paid to MoF/DoF as per the Afghanistan income tax law.

**ELIGIBILITY CRITERIA: WC will only consider/ evaluate quotations of Transportation Companies, suppliers who hold logistic & other types of licenses will be considered disqualified**.

WC will evaluate quotations of suppliers based on the price reasonability, vehicles’/drivers’ qualification, and experience to achieve value for money:

**Selection Criteria:** The method that will be applied for evaluation of the RFQ is (50 Technical + 50 Financial scores) as per breakdown below:

|  |  |
| --- | --- |
| **Criteria** | **Possible Score to Obtain** |
| The Supplier must attach a valid license as a Transportation Company.  The supplier must attach NIDs of the President, and Vice President | \*Provided All copies = 10%  \*Only License/and or NID = 5%  \*No Document = 0% |
| The Transportation company must demonstrate previous experience in similar services and submit at least three copies of contracts/POs/Agreements of the same nature from different I/NGOs, Embassy/and or Governmental Departments in their proposal.  **Note: WC will not accept more than 1 contract/PO from an organization.** | \*3 Contracts/POs = 20%,  \*2 contracts/POs = 13.333%,  \*1 contract/PO = 6.666%,  \*No copy provided = 0% |
| Transportation company to provide/share 3 official references (Only official references) in their proposal as separate document to verify their past performance of their experience for the provided Contracts/POs. | \*3 References = 10%  \*2 References = 6.66%  \*1 Reference = 3.33%  \*No Reference = 0% |
| The Transportation company to submit copies of all driving licenses and Tazkiras of drivers in each location, and copies of the green books/ownership document of all vehicles with their proposals | Provided All copies = 10%  Only driving licenses/green books provided = 5%  No Document = 0% |
| Financial Proposal will be evaluated using below formula:  = (Lowest price x 50% score / offeror’s price) | **50%** |
| **Total evaluation score to obtain:** | **100%** |

**Period of Validity of Quotes:** The quote shall remain valid for 30 Days after submission of quote.

**Payments:** WCUK will pay the invoices of transportation company at the end of each month for each location. It will take at least 10 days for WC to pay the amount, and the amount will be transferred to the official bank account of the Transportation company in relevant bank.

**Transportation Company to fill in the following form attach this bid notice with their proposal:**

|  |  |
| --- | --- |
| **Transportation Company Information** | |
| Transportation CompanyName: | Stamp and sign |
| Legal Address: |
| Name of Signatory: |
| Designation: |
| Date: |
| Phone#: |
| Email: |

**Note**: Following will have to be considered by Suppliers:

* Registration sheet for proposal should be signed upon submission of the proposal by all suppliers.
* All Pages of this Bid Notice, WC RFQ Format to be used to offer prices and will have to be signed/stamped by all suppliers; otherwise, the proposals will be disqualified during the evaluation stage.

**Submission Guideline:**

WC only accepts signed/stamped hard copies proposals sealed properly in envelopes and submitted to WC’s office in Kabul and Herat at the addresses mentioned below:

1. WC Herat Office address: District 3rd, South of 5 Rahe-e- Badmarghan, In front of old Herat Mall, House No. 12, Herat – Afghanistan
2. WC Kabul Office Address: House # 14, Street # 3rd, Taimani Sabeqa, Kabul, Afghanistan

**Questions:** Please send your advance questions to the WC Procurement Department through email indicating your questions to [RFQquestions@warchild.org.uk](mailto:RFQquestions@warchild.org.uk) before 10:00 AM, Afghanistan time on 09 Sep 2024.

Only the written answers issued by WC will be considered official and carry weight in the RFQ process and subsequent processes. Any verbal information received from employees of WC, or any other person will not be considered valid response as part of this RFQ.