



Invitation of tender (OTM) for Provision of Classroom supplies under the AGE-GAC Procurement

Reference No and date	BRAC /Procurement 0004 /2024 28.08.2024
Project Name	BRAC Afghanistan GAC-AGE
Tender Name	Classroom supplies (Classroom Furniture) Procurement Quantity: As per tender documents and specifications. Bid security: 200,000. Two hundred thousand AFN Note: Only bank Bid Security is acceptable
Time of delivery/tentative	15 th October 2024
Date and time of distribution of tender documents	Tender documents will be available on the ACBAR website from 29.08.2024 to 11.09.2024. if anyone like to collect the hard copy of tender document please visit our office and the address is as below: BRAC Afghanistan Procurement Department, Baharestan Karte e Parwan Butcher street Lane 04. House 04 Kabul Afghanistan
Tender documents dropping place, date & time	BRAC Afghanistan Procurement Department, Baharestan Karte e Parwan Butcher street Lane 04. House 04 Kabul Afghanistan before 10:00 AM at date of 11.09.2024
Tender opening place, date and Time	Meeting room Country Office 10:30 AM, 12.09.2024 BRAC Afghanistan, Country office Kabul.

BRAC, Afghanistan Country Office Baharestan Karte e Parwan Butcher street lane 04 . Kabul Afghanistan. Mob: 0731990044

BRAC Afghanistan

Tender documents (Open Tendering Method) for procurement of Classroom Supplies for the GAC-AGE project of BRAC Afghanistan.

Background

BRAC is a leading International Non-Governmental Organization (INGO) with a mission to empower people and communities in situations of poverty, illiteracy, disease, and social injustice. Its approach is grounded in the conviction that people living in vulnerable situations can be agents of change if they are empowered with the tools, skills, and hope they need to change their lives.

BRAC started its first international operations beyond Bangladesh in 2002 in Afghanistan and has since then, become the country's one of the most sustainable development organizations and continues to make significant contributions towards achieving the national development goals in education, livelihoods, health and capacity development sectors. The provinces with the larger presence are Kabul, Herat, Nangarhar, Balkh, and Samangan, and the structure of BRAC Afghanistan's operations are distributed across Regional, Provincial and District Offices.

Since 2002 BRAC Afghanistan has reached more than 5.6 million people through its programmes in Education, Health, Citizen's Charter, Empowerment and Livelihood for Adolescents, Agriculture, Food Security and Livelihood (AFSL, Livelihoods, Ultra poor Graduation, reintegration, Nutrition, and development of human capital. BRAC Afghanistan has also responded to Covid-19 pandemic and has reached over 18 million people through various Infection Prevention Control (IPC) and WASH interventions on Covid-19 awareness raising, prevention and response. BRAC Afghanistan was registered in May 2002 as an International NGO to assist in the development process after a year of war conflict in Afghanistan, BRAC works with the Government, donor agencies, and the people of Afghanistan to bring positive change to the poor women, men, and children through its various development programs like education, health, NSP, CDP, ABADEI phase 1 and 2, etc.

Tender Details:

Tender Package no: BRAC Afghanistan/procurement/0004/2024

Distribution of Tender Documents:

Tender documents will be available on the ACBAR website from 29.08.2024 to 11.09.2024. if anyone like to collect the hard copy please visit our office and the address is as below: BRAC Afghanistan Procurement Department, Baharestan Karte e Parwan Butcher street Lane 04. House 04 Kabul Afghanistan

Terms and conditions:

A. Qualification Criteria

1. The Tenderer will have to have a valid AISA/MOCI license for running the related business. Any company blacklisted by the Government of Afghanistan through the Ministry of Finance, any government legal office, or any other relevant authority should not submit the tender. If any black-listed company submits the tender, it will be rejected at the time of evaluation. If it is found that any company is blacklisted but got the job hiding that information, BRAC will terminate the contract at any stage of the job.

2. The Tenderer shall possess the necessary professional and technical qualifications and competence, financial resources, production capability with equipment and other physical facilities, managerial capability, specific experience in the procurement object, reputation, and the personnel to perform the contract.
3. The Tenderer shall have a minimum of three years of experience with a valid AISA/MOCI license in the provision of similar services. Other kinds of license holders shall not be considered eligible to attend this tender.
4. BRAC Afghanistan will respond in writing to any request for clarification received from the tenderers no later than 05 working days prior to the deadline for submission of tender.
5. The tenderers shall provide a bank guarantee as bid security for an amount of 200,000. AFN (Two hundred thousand AFN) valid for 6 months
6. Quotation for all items shall have to be submitted, partial quotation will not be accepted.

B. Eligible Tenderers

The Tenderer shall not be insolvent, in receivership, bankrupt, or being wound up. Its business activities shall not be suspended and it shall not be subject to legal proceedings for any of the foregoing.

C. Tenderer's Financial Capacity

The Tenderer shall have the availability of minimum liquid assets or working capital or credit facilities from a Bank to ensure the supply of the items.

D. Tender Preparation

The tender, as well as related documents shall be written in English. If any document is in any other language, a true copy translated into English and stamped by the company will have to submit.

Followings documents should be attached with the quotation:

1. Mandatory documents:

1. Copy of valid AISA/MOCI license
2. Copy of bank details
3. Bank statement /at least last twelve (12) months (August 2023 – August 2024)
4. Bank Guarantee/Bid Security
5. TIN Certificate
6. Authorization Letter for company representative

2. Essential Documents

Copies of Similar Contracts with International NGO's

3. Advantages Documents:

Experience in successfully delivering similar contracts with their supporting documents:

1: Proof payment, 2: Good Delivery Note, 3: Purchase Order/Work Order.

The tenderers will have to submit Bank Guarantee for the amount of 200,000. AFN Two hundred thousand AFN) as bid security. For the bid winner, the bank guarantee will be treated as performance security and will be retained to the company after completing the project. Other bidders shall get back the bid security within a week or seven working days from the date of the bid opening.

The quotation must be on company letterhead and Afghani Currency (AFN) with signature and company stamp.

All offers in the quotation must have 3 months of validity.

E. Submission of Tenders

1. Tender documents shall have to be submitted to the Tender Box at the following address of BRAC Afghanistan Procurement Department before 10:00 AM 12.09.2024.

Butcher Street Lane # 04, house 04 Baharestan Kart e Parwan Kabul Afghanistan.

2. The tender documents should be submitted in a sealed envelope and the item's name and tenderer's name should be mentioned on the top of the envelope.

F. Opening of Tender

The tender will be opened with the presence of procurement committee members and authorized representatives from the tenderers. Representatives of the tenderers shall be requested to be present at the opening ceremony.

The opening ceremony will be held at 10:30 AM 12.09.2024 at BRAC Afghanistan Country office Kabul Afghanistan.

G. Evaluation of Tender

Evaluation will be based on quality of items, Exact Specification (as per attachment), Past successful experience with International NGO's, Financial quotation/price, the capacity of the vendors, delivery time, experience of the related business, sample checking, past performance and physical visit of company.

BRAC Afghanistan reserves the right to accept or reject any or all quotations without showing any reason.

H. Award of contract

BRAC Afghanistan will issue a work order/contract letter to the selected supplier for this procurement. The supplier should follow the purchase order before supplying any quantity of the mentioned items.

I. Specifications

Lot#1: Classroom supplies as per the attached specification

For details, please see the specification attached to this tender document, and the supplier must quote all items.

The tender winner company will have to follow the specifications of BRAC Afghanistan. If the winning company is unable to fulfill the terms and conditions, then BRAC Afghanistan will not accept the items. BRAC will not be liable for payment of any cost.

J. Corrupt, Fraudulent, Collusive, or Coercive Practices

Tenderers shall observe the highest standard of ethics during the implementation of procurement procedures and the execution of contracts.

K. Place of procuring

As a valid importer, the supplier can Supply/Import the Classroom Supplies from any countries as per BRAC Afghanistan Specifications and tender documents terms and conditions.

L. Delivery of the products

1. The final delivery of classroom supplies will be mentioned in the work order/purchase Order.
2. The supplier will bear the carrying cost of the items from their place to 38 Locations of BRAC Afghanistan Classes in 4 provinces of Kabul, Parwan, Samangan, Balkh at its own risk and cost. BRAC Afghanistan will not be liable and will not bear any cost for happening any kind of accident/damage on the road/during delivery time.
3. Delivery time should be mentioned in the quotation.

M. Payment of Invoice

1. After receiving complete delivery/installation of all Classroom supplies in AGE Classes in the mentioned provinces as per exact specification, BRAC will pay the bill as per the schedule of fund release from GAC-AGE donor. payment will be made via bank transfer to the company bank account.
2. According to the Country income tax law BRAC will deduct tax from the payment.
3. Payment on the partial delivery of materials will not be considered for this procurement.
4. Advance and partial payment will not be considered for this procurement.

O. Other terms and conditions

1. BRAC Afghanistan will not bear any amount for submitting any issues related to tender submission.
2. BRAC Afghanistan authority reserves the right to reject or cancel any tender documents without showing any reason.
3. Vendors/Suppliers/Services Providers must follow the BRAC Child Protection and Safeguarding Policy.

I have read and agreed to the terms and conditions.

Signature:

Name of the authorized person of the tenderers:

Company stamp:

Mobile number:

Email of the company:

**BRAC Afghanistan
AGE Project
ASLC Materials Specifications for Procurement**

S #	Item Name	Specification	Quantity
1	Desk for Classroom 150*80 Cm	Desk for Classroom; without Drawer and file Cabinet Size: Height; 70 Cm, Length; 150 cm and Width; 80 cm Desk Wood: laminated wood sheets, Size 16 mm (Lasani) - Made in Iran Leg of Table: Metal, Profile Size 40x40 mm Gache: 18 supers profile around legs: Size 40x40 mm Gache: 18 - vertically and horizontally & in the middle	114
2	Desk for Classroom 150*50 Cm	Desk for Classroom; without Drawer and file Cabinet Size: Height; 70 Cm, Length; 150 cm and Width; 50 cm Desk Wood: laminated wood sheets, Size 16 mm (Lasani) - Made in Iran Leg of Table: Metal, Profile Size 40x40 mm Gache. 18 supers profile around legs: Size 40x40 mm Gache: 18 - vertically and horizontally & in the middle	114
3	Chair for Students	Chair for Students; high: 85cm widht (seat): 45cmX45cm profile Chair with laminated wood seat with leather cover, with arm, Metal legs profile 18 Gach, Spang 35 Kg and foam 5 cm.	950
4	Cupboard for Classroom	Cupboard: Size: Height; 180 cm, Width; 80 cm, and Depth; 35 Cm Wood: laminated wood sheets, Size 16 mm (Lasani) Made in Iran Devided on to 8 Shelves: 40X40cm Three 6 Shelves doors: Sliding Glass (refare to sample) Below 2 Shelves: wood doors with lock & handle. Below Stands: 15cm	76

Note: The delivery and setting up the above mentioned items to classes are to be done by the supplier.


529/11/12


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BRAC Afghanistan