

# Request for Quotation (RFQ)

Our reference: Afghanistan  
 RFQ Number: AF01-275-2476-2477/SFL/GFA-1  
 Announce date: 12/September/2024  
 Closing Date: 19/September /2024  
 Closing Time: 04:00 PM  
 RFQ for: (Specifications are detailed in the below table)  
 Project Location: **Baghlan province**(Khost Wa Fereng, Khoja Hejran, Nahrin, Fereng Wa Gharu, Guzargah-e-Noor, Districts)  
**Kunduz Province** (Qala-e-Zal, Dasht-e-Archi, Gultepa, Emam Sahib, Kalbad, Kunduz Districts)  
**Badakhshan Province** (Teshkan, Teshkan, Baharak, Darayem, Keshem, Shuhada, Tagab, Yaftal-e-Sufla, Kohistan, Kohistan, Shahr-e-Buzurg, Yawan, Faiz Abad, Argo Districts)  
 Project: SSUP  
 Attention:

For the above-mentioned project, Shelter For Life International (SFL) is in the market and seeks bids for renting to the following vehicles:

Required summarized RFQ for NFI:

No	Item Description	Unit	Quantity	unit cost in AFN	Total cost in AFN	Remarks
1	<b>Hilux or 4Runner Vehicles</b> • For Badakhshan province	Vehicle	2			
2	<b>Corolla Vehicle</b> • For Badakhshan province	Vehicle	2			
3	<b>Corolla Vehicle</b> • for Kunduz province	Vehicle	3			
4	<b>Hilux or 4Runner Vehicles</b> • For Baghlan Province	Vehicle	1			
5	<b>Corolla Vehicle</b> • For Baghlan province	Vehicle	2			
<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:

Transportation Company and or individuals' full name:	
Legal address	
Contact person Name	
Telephone number	
Bank details	

RFQ Declaration:

The Contractor has carefully read the RFQ requirements and conditions and has the right to carefully examine the site and project location and understand and accept the said conditions and specifications and for the prices set for in this RFQ.

**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 or and individuals must of national Electronic ID (Electronic Tazkira).
2. The successful bidder shall submit a copy of the company's registration certificate and Tazkira and individuals may be required to provide their E-Tazkira.
3. The Contractors shall be providing vehicles including drivers to the SFL for the period specified time.
4. The model of the Corolla vehicle should not be less than the year 2000.
5. Provided vehicles must have A/C and Heater systems.
6. The supplier should have prior experience with UN agencies or international organizations.
7. The vehicle driver must have a valid driving license.
8. The driver must have at least five years of driving experience.
9. The driver must have good ethical behavior.
10. During the period of this lease, the lesser bears the responsibility of providing fuel.
11. The lesser is responsible for the following severances of the vehicle including but not limited to: (repairing, changing of oil and filters, and periodic maintenance services).

12. During the duty if any contracted car is broken the lesser is responsible to provide another car so that no gap appear in our field operation.
13. There is no limit to the mileage of the vehicle. The vehicle can be operated anywhere inside of project area.
14. If the rental vehicle specified herein will be lost, theft, stolen and or damaged for any reason, the lessee will NOT be responsible.
15. Advance cash deposit: The awarded winner of the contract must pay 5% of the total amount of budget to the finance department of SFL upon signing the contract. This amount will be reimbursed after ending of the contract.
16. 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.

**Payment:**

The payment will be paid after receiving of the invoice from the supplier at the end of each month.

**RFQ Condition:**

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

**Email subject:** RFQ for Vehicle in BDK, KUZ, and BGL Province.

**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*

**To be done by SFL:**

**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:*