**OHW: INVITATION TO BID (ITB-OHW-Nangarhar-ITB-24-03)**

Announce No. OHW-ITB-OHW-Nangarhar-ITB-24-03

Issue Date: 16-Sep-2024

Deadline for Receipt: 26-Sep-2024

****

**Request for Invitation to Bid**

|  |  |
| --- | --- |
| **1. ITB No.** | Pipe scheme network and bore well – (ITB-OHW-Nangarhar-ITB-24-03) |
| **2. Issue Date** | 16-Sep-2024 |
| **3. Goods** | Construction services for Pipe scheme network (Reservoir, bore well, stand tap, solar system and guardroom) in Koz Shakotai village of Lalpura district in Nangarhar province. |
| **4. Issuing Office & Physical Address for Submission of ITB’s** | Bid should be submitted to the OHW Nangarhar office & the OHW Kabul Project office before the closing date. The addresses are as follows:    **OHW-Nangarhar Office:** House # 4, Garnizon Square, In-front of Al-Shafa hospital, Jalalabad / Afghanistan.  **OHW-Kabul main Office:** Street # 07, House # 8, District 10, Taimani Sabeqa, Kabul Afghanistan  **Contact Email:** For any kind of information, please contact us using below contacts.   |  |  | | --- | --- | | **Technical contact details:**    Cell No: 0777774111  E-Mail: [eng.ngr1@ohw.org.af](mailto:eng.ngr1@ohw.org.af) | **Operational contact details:**  Cell No: 0728175261  E-Mail : [logistics.kbl@ohw.org.af](mailto:logistics.kbl@ohw.org.af) | |
| **5.** **ESSENTIAL CRITERIA** | Bidders are required to complete all sections of the table below.   |  |  |  |  | | --- | --- | --- | --- | | **S/N** | **Question** | **Bidder Response** | | | 1 | The Supplier accepts OHW ’s Terms and Conditions detailed in Appendix 1 of the ITB, and accepts that all work will be completed under pre-agreed FWA template that is attached to the tender pack. | Yes / No | Comments / Attachments | |  |  | | 2 | The Supplier should be able to implement construction activities as per set standard of announcement and MRRD/ DRRD procedures. | Yes /No | Comments | |  |  | | 3 | The Supplier complies with OHW’s and SCI mandatory policies (listed below) and the IAPG Code of Conduct. Supplier is required to ensure that staff and any sub-contractor comply with OHW’s mandatory policies and the IAPG Code of Conduct during the contract term:  1. Child Safeguarding Policy 2. Anti-Fraud, Bribery & Corruption Policy and  3. Slavery and Human Trafficking Policy | Yes / No | Comments | |  |  | | 4 | The Supplier has a legitimate business address or is registered for trading/operating in Afghanistan / tax purposes with the relevant authorities of Afghan Government. Supplier must have an officially registered office premises in Afghanistan/Kabul and/or an authorized dealer by Ministry of Industry and Commerce Afghanistan. | Yes / No | Comments | |  |  | | 5 | The supplier is not listed on any prohibited parties or government blacklist. | Yes / No | Comments | |  |  | | 6 | The supplier is not linked directly or indirectly to terrorism-related activities. Supplier does not sell goods or services that have a dual purpose and could be used in terrorism-related activities. | Yes/No | Comments | |  |  | | 7 | The supplier can deliver to the required locations as specified in the Sourcing Document. Expected delivery is DDP, and all customs-related clearances and issues are the responsibility of the supplying company. | Yes/No | Comments | |  |  | | 8 | The supplier should be able to submit the bid performance guarantee prior to the awarding of the agreement for the project implementation in the field. | Yes/No | Comments | |  |  | |
| **6.** CAPABILITY & SUSTAINABILITY QUESTIONS | Instructions – Bidders are required to complete all sections of the table below.   |  |  |  | | --- | --- | --- | | **Sr. No** | **Parameter** | **Scoring %** | | 1 | **Past Performance/ Work experience:** List of ongoing and completed projects with supporting documentation. At least one of the completed projects must have a value of not less than $100,000.00 USD within the last three years. | 10 | | 2 | **Similar Projects:** Completion of three similar projects involving water reservoirs, guardrooms, and bore wells, with supporting documentation. | 10 | | 3 | **Work plan (time schedule):** Provide a comprehensive work plan and time schedule for the implementation of the intended project. | 5 | | 4 | **Machinery and Equipment:** The offeror must submit details of the available technical equipment and machinery. | 5 | | 5 | **Technical Staff:** Offeror must submit suitably qualified personnel to fill as a minimum the following the key and technical positions in the last three years and their Certificates and CV‘s. | 10 | | 6 | **Financial Capability:** The offeror must submit an updated original bank statement that shows the source of the support for the project implemented by the related construction company. If the bank statement is not original, the score will be deducted. | 10 | | **Total** | | **50** | |
| **8. COMMERCIAL QUESTIONS** | **COMMERCIAL CRITERIA (50)**  Criteria are used to evaluate the commercial competitiveness of a bid. Bids will be evaluated against the same pre-agreed criteria. |
| **9. Anticipated Award Type** | Firm Fixed Agreement |
| **10. Basis for Award** | An award will be made to the responsible bidder whose bid is responsive to the terms of the ITB and most advantageous to OHW, considering price and/or other factors included in the ITB. To be considered for the award, bidders must meet the requirements identified in the section titled 'Determination of Responsibility.' The agreement will be awarded based on the best value for money, in accordance with the principles and objectives of humanitarian aid. |
| **11. General Instructions to**  **Bidders** | * Final bids are due by 04:00 PM local time in Kabul on 26-Sep-2024. * Prices for all items should be valid for a minimum of 70 days. Please clearly indicate the price validity in your offer. If validity is not specified, prices will be considered valid for 70 days. * Bid currency is Afghani; all prices should be provided in AFN. * All offers must meet the terms and conditions specified in the tender document. The quality and quantity must align with the specifications stated in this tender. * If an alternative item is offered, the supplier must clearly indicate the specifications. * Bidders must sign and date their bids. * Bidders must complete Attachment C: Price Schedule template. * Prices should be inclusive of all taxes. * The amount will be transferred via bank payment; in exceptional cases, payment may be made in cash. * The Organization of Human Welfare (OHW) reserves the right to cancel or terminate the agreement if the company fails to provide the required services based on the requested quality and standards. |
| **11. Technical Specifications and requirements for Technical Acceptability And terms of condition** | **Payment and invoicing:**   * Payment will be made in AFN and will be issued via cheque once all percentage activities are completed and confirmed by the relevant departments.   **Payment procedure:**   * 10% of installment as per the completion of 20% of work. * 40% of installment as per the completion of 40% of work. * 40% of installment as per the completion of 40 % of work. * 10% of installment will be withheld until the completion of the project is confirmed by the OHW Engineer, provincial coordinator, and program manager. * The last installment amount will be transferred to the company's bank account after performance is guaranteed by OHW, the respective donor agency, the line directorate, and the relevant ministry.   **Tax procedure:**   * A 2% tax will be applicable to companies with a valid business license, while a 7% tax will be applicable to companies with an invalid business license. The tax will be deducted from the contractor’s payment, and OHW will send the amount to the Ministry of Finance.   **Documents should provide with bids:** The successful bidder will need to provide the following documents.   1. A valid company license. 2. Bank account details. 3. Identification documents proving ownership, including a copy of the owner’s national ID. 4. Registration of the legal license that proves his ability to conduct business. 5. A valid copy of the business license. 6. Any other documents required by the contracting authority.   **Technical Clarifications:**   * Provision of technical engineering services will be accepted based on MRRD and OHW technical engineering department standards and procedures. * In case the bore well digging does not yield the required water as per the project outcomes or if the bore well fails, the services rendered will not be paid for. * The quality of inputs or items used during project implementation must not be compromised with low-quality materials. |
| **12. Determination of**  **Responsibility** | OHW will not enter into any type of agreement with a vendor until the vendor’s responsibility has been verified. When assessing a vendor’s responsibility, the following factors are considered:   1. Provision of copies of the required registration with the Afghanistan Investment Support Agency (AISA) or the Ministry of Commerce in Afghanistan. 2. Ability to comply with the required or proposed delivery or performance schedules. |

**Attachment A: Cover Letter**

**Date:**

To: Organization of Human Welfare

From:

Subject: Cover Letter for Pipe Scheme Project Bidders

Dear Sir/Madam,

We, the undersigned, submit the attached quote in accordance with the specifications provided by the OHW-Kabul and Nangarhar offices.

We certify that the prices provided in the attached Price Schedule/Bill of Quantities are valid for a period of Seventy (70) days. Our quote shall remain binding, subject to any modifications. We confirm the availability of the required goods and that the unit prices include delivery to OHW. We further agree to the payment terms upon submission and acceptance of an invoice on a monthly basis.

We offer to deliver the goods and supporting services in conformity with the Invitation to Bid for the total amount of [**Please insert the total price of pipe scheme in AFN**], as may be determined in accordance with the Price Schedule attached herewith and made part of this Bid.

We understand that OHW is not bound to accept any quotes it receives.

**Authorized Signature:**

**Name and Title of Signatory:**

**Name of Firm:**

**Address:**

**Telephone:**

**Email:**

**Attachment C: Price Schedule**

Offers should provide a quote for the delivery of the required items in the Price Schedule for which the offeror is able to supply.

For details, please refer to Annex 01 (BoQ) – Koz Shakotai Village, Lalpura District, Nangarhar Province.

Name:

Company Name:

Position:

Stamp:

Signature:

Date: