



Afghan Community and Health Rehabilitation Organization

## Afghani Community and Health Rehabilitation Organization (ACHRO)

RFQ Reference	RFP #ACHRO- SHELTER REPAIR & NFI- WINTERIZATION 2024-AHF-003
Project Name:	"Provision of life saving Shelters repair and NFI (winterization) for vulnerable households in Urozgan province."
Project Code:	CBPF-AFG-24-S-NGO-33617
RFQ Title:	Cash Distribution Services for AHF funded Project
ISSUE DATE:	November 11, 2024
SUBMISSION TIME/DATE:	12:00 PM on November 21, 2024

### Background:

Afghan Community and Health Rehabilitation Organization (ACHRO) is non-political, non-for profit, non-governmental organization registered on April 08, 2010 under registration # 1658 with the Ministry of Economy of GiRoA. DUNS # of ACHRO is 561208134; ACHRO has also been registered or recognized as partner with more than 40 national and International organizations. ACHRO is active Partner of (UNHCR) and (WHH). ACHRO is directly and indirectly working with five line ministries with the government of Afghanistan including MoE, MoRR and MoPH. ACHRO has the widest network of civil society, local structures, and government line ministries in Afghanistan; Capacity building and livelihood programs have been the core activities of ACHRO; we have experience of conducting nationwide, regional, provincial, and local campaigns through our civil society networks. Our capacity building team including livelihood, public health and education team has been able to manage and implement different projects. ACHRO has developed innovative Women empowerment, public health and economical concepts and notions in addressing the WASH, nutrition SMEs and other health and non-health issues. Considering this, we can manage and implement different types of programs. Thus, the technical capacity present in ACHRO can be considered sufficient for the implementation of this proposed project. Most of the key staff has master degrees in their professional field.

### Item Description & Specification:

**Cash Distribution Phase 1:** Cash distribution for 1500 families, per families a total **USD 74/- Seventy-Four US Dollars Only** in One (01) rounds, in each round **USD 74/- Seventy-Four US Dollars** will be distribution to 1500 Beneficiaries in Urozgan Province for winter cloths.

**Cash Distribution Phase 2:** Cash distribution for 1500 families, per families a total **USD 200/- Two Hundred US Dollars Only** in One (01) rounds, in each round **USD 200/- Two Hundred US Dollars** will be distribution to 1500 Beneficiaries in Urozgan Province for Heating.

**Cash Distribution Phase 3:** Cash distribution for 80 families, per families a total **USD 550/- Five Hundred Fifty US Dollars Only** in two (02) rounds, in each round **USD 275/- Two Hundred Seventy-Five US Dollars** will be distribution to 80 Beneficiaries in Urozgan Province for Shelter Repair.

### Budget:

The quotation must be in USD Currency, including withholding taxes and other relevant cost.

### Quotation Validation:

15 days from the date of submission

**Financial Evaluation:**

Lower commission fee will be considering for awarded the contract.

**Quality of Support:**

The supplier will assign focal point to ACHRO for follow up.

**Eligibility Criteria:**

Registered Money Service Providers (MSPs), who meet the requirement, evaluation criteria and other terms and condition for the RFQ, are eligible to submit their quotes in the response to the RFQ. The Offeror's are required to submit the following;

1. Valid business Registration 10 Marks
2. Offeror's sheet filled & signed – 10 Marks
3. Lowest Commission Fees – 80 Marks

**Note:**

1. Cash distribution will be in AFN/USD both, each beneficiary will receive the aforementioned stated amount equivalent to AFN or USD at the present market prevailing ex-change rate (if amount paid in local currency). The exact amount in AFN will be determined based on the current market exchange rate at the time of distribution.
2. Cash disbursement is made to each beneficiary (Approved list will be provided by ACHRO) only for one time in four districts of Urozgan Province e.g, Chora, Gizab, Khas Urozgan and Dehrawot districts.
3. The contractor must present a payment claim or invoice in USD currency after disbursement of each round cash distribution in four districts of Urozgan province.
4. The supplier must have a valid US Dollars bank account. Payment will made in US dollars to bank account.
5. ACHRO is going to be responsible for monitoring the process, taking each recipient's signature and Thumb, and maintain all other required records.
6. ACHRO motivates all applicants for this contract to disburse the cash in advance and then claim for reimbursement of the principle amount with the commission.
7. ACHRO cannot guarantee the safety and security of contractor's staff and cash during the transportation, distribution, returning or any other possible situations.
8. Tax will be ducted from the service provider based on the Afghanistan tax law.

**Submission Guideline:**

Hard copies of the quotation shall be submitted to the following address;

**Solicitation No: RFP #ACHRO- SHELTER REPAIR & NFI- WINTERIZATION 2024-AHF-003**

**Department: Procurement Unit (ACHRO)**

**Organization Name: Afghan Community and Health Rehabilitation Organization (ACHRO)**

**Official address: House No. 1, Aman Eye Hospital Street, Khushal Khan Maina, District # 5, Kabul, Afghanistan.**

**Contact telephone: +93 (0) 785296700 (Only for Office Address) Irrelevant calls will not be entertained**

Sincerely,

*Procurement Department*