



**Green Afghanistan Agriculture and Livestock Organization - GAALO**  
Administration Division | Operations Department

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## Request for Quotation (RFQ)

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**RFQ No.**  
RFQ-KBL-2024-0025

**Title:**

Rehabilitation of schools in Daman and Kandahar districts of Kandahar  
Province of Afghanistan –

**Note:** The Interested construction companies will find the BoQs in the separate excel file along with the shelter installation map which belonging to Aino Mina No2 School, GAALO will highly appreciate the local (Provincial) construction companies to apply for the RFQ-KBL-2024-0025

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## Section 1 | Glossary

### 1.1. Explanation of Important Terms

Below is the alphabetical list of important terms, phrases, names, and abbreviations – with their brief definitions – which are frequently used in the Request for Quote (RFQ) document:

#### **Afghani (AFN)**

The standard unit of money and official currency of the Government of Afghanistan.

#### **Service Agreement**

GAALO through this RFQ will select a most qualified supplier/service provider and enter into a service agreement for the Rehabilitation of schools in Daman and Kandahar districts of Kandahar Province of Afghanistan.

#### **Blanket Purchase Agreement (BPA)**

A type of agreement whereby the service provider delivers the required services to GAALO on an as-needed or ad hoc basis in accordance with the predetermined prices, terms, and conditions for a specific period of time e.g., one year.

#### **Department**

An individual unit of a division at GAALO dealing with a particular area of work. For instance, 'Operations' is a department under 'Administration Division'.

#### **Division**

A functional part of GAALO dealing with a major area of work. For example, 'Administration Division' covers all activities related to human resources, finance, procurement, logistics, etc. at GAALO.

#### **Offeror**

An individual or company willing to submit an official quote in response to the requirements of the Request for Quotation (RFQ) document.

#### **Operations Department**

A functional department under 'Administration Division' responsible for providing operational and logistical support to all divisions and their departments; conducting local and international procurements; maintaining all furniture, fixture, and equipment; and managing the inventories and records of all tangible assets at GAALO.

#### **GAALO**

Green Afghanistan Agriculture and Livestock Organization (hereinafter "GAALO") is the organization (based in Kabul, Afghanistan) seeking quotes from the most qualified offerors through this Request for Quotation (RFQ) document.

#### **Purchase Order (PO)**

A type of contract issued by GAALO under the Blanket Purchase Agreement (BPA), authorizing the service provider to deliver the required services in accordance with the quantities, prices, payment terms, delivery date and location, and any other associated terms and conditions as set forth in the Purchase Order (PO).

#### **Request for Quote (RFQ)**

An official document issued by GAALO for the purpose of receiving quotes from the most qualified

offerors in Afghanistan or abroad for the provision required services.

**Service Provider**

An individual or company selected to provide the required services to GAALO in accordance with the terms and conditions of the Blanket Purchase Agreement (BPA) and its subsequent Purchase Orders (POs).

**Services**

The intangible products and/or works provided by the service provider to GAALO under the Blanket Purchase Agreement (BPA).

**US Dollar (USD)**

The standard unit of money and official currency of the United States of America.

## Section 2 | Introductions

### 2.1. About GAALO

A national non-government, non- political and not for profit organization established and registered with ministry of economy since 2009 committed to identify new and innovative approaches to meet the needs of its target groups. GAALO's work focuses on identifying the most critical and challenging problems, develop successful strategies, build effective institutions and create efficient delivery mechanisms. We base our programs on facts and data, not mere assumptions.

Since the inception, GAALO has gone to both rural and urban communities and implemented 70 plus programs and projects in the thematic area of Agriculture, Livestock, Environment Protection, Research, Survey, Capacity Building and Development, Humanitarian Relief and food security. For details, please visit [www.gaalo.org](http://www.gaalo.org)

## Section 3 | About the RFQ

### 3.1. RFQ Summary

Acquisition Type	Rehabilitation of schools in Daman and Kandahar districts of Kandahar Province of Afghanistan
RFQ No.	RFQ-KBL-2024-0025
Title	Rehabilitation of schools in Daman and Kandahar districts of Kandahar Province of Afghanistan
RFQ Issuance Date	November 14, 2024
Deadline for Questions	November 17, 2024 – 04:00PM, Afghanistan Local Time (AFT)
Deadline for Quotes Submission	November 21, 2024 – 04:00PM, Afghanistan Local Time (AFT)
Award Mechanism	Procurement Service Agreement

### 3.2. Purpose

The purpose of this RFQ is to receive quotes from the qualified offerors based in Afghanistan for the provision of required procurement services to GAALO in accordance with the Scope of Services as outlined in Section 3.3. Under a procurement service agreement.

### 3.3. Scope of Services

GAALO is one of the national Afghan NGO engaged in emergency responses in Afghanistan, providing the most vulnerable people with cash and non-cash assistance to meet their basic needs. We are looking for suppliers to Implement and Support the Rehabilitation of schools in Daman and Kandahar districts of Kandahar province with the improving the necessary WASH facilities (including currently available latrines, water taps, hand washing sinks, & promotion of hygiene).

To support the education system in Daman and Kandahar districts of Kandahar Province and rehabilitation of schools GAALO with the support of donor and Department of Education in Kandahar is going to prepare the bill of quantity and announce the RFQ per the below table.

**Note: The relegated construction companies will find the BoQs in the separate excel file a long with the shelter installation map which belonging to Aino Mina No2 School, GAALO will highly appreciate the local (Provincial) construction companies to apply for the RFQ-KBL-2024-0025**

**Payment Terms:** Payment will be made via bank transfer upon successful delivery of goods, payment will be processed after the delivery completed and upon receipt of an official invoice from the vendor.

**Tax Policy:** Company that provides an updated business license will benefit from a reduced tax rate, with 2 % tax being deducted from their total amount.

In cases where company fail to provide an updated business license a higher rate applies, with 7% tax being deducted from their total amount.

GAALO is looking to have close coordination and positive cooperative working relationship with suppliers to help achieve its goals of providing emergency assistance to the most vulnerable people.

### 3.4. Evaluation criteria

The bids will be evaluated against the following criteria to determine acceptability to GAALO. After technical evaluation is done,

- **GAALO** will take the bids that have acceptable technical score and lowest price (20 Marks).
- **Valid business license** from the Government of Afghanistan (10 Marks).
- **Experience and Qualifications:** Previous projects similar in scope and scale, experience with educational facilities, Key personnel qualifications and certifications (20 Marks).
- **Financial Stability:** Financial statements and credit ratings, evidence of bonding capacity (10 Marks).
- **Project Management Approach:** Methodologies for project planning, scheduling, and execution, Use of technology for project management (05 Marks).
- **Safety Record:** Occupational Safety and Health Administration (OSHA) compliance and safety certifications, historical safety performance and incident rates (05 Marks).
- **References and Past Performance:** Client references and testimonials, track record of meeting deadlines and budgets (05 Marks).
- **Sustainability Practices:** Commitment to green building practices and materials, experience with Leadership in Energy and Environmental Design (LEED) certification or similar standards (05 Marks).

- **Compliance and Licenses:** Proof of necessary licenses and permits, adherence to local, state, and government regulations (05 Marks).
- **Capacity and Resources:** Availability of workforce and equipment, Subcontractor management capabilities (05 Marks).
- **Quality Assurance Processes:** Quality control measures and inspection procedures, approach to addressing potential issues during construction (05 Marks).
- **Community Engagement:** Strategies for involving the local community, commitment to hiring local workers and use the local sources (05 Marks).

### 3.5. Award Mechanism(s)

GAALO will award the project to the most qualified offeror under a Procurement Service Agreement is a type of agreement whereby the service provider delivers the required services to GAALO as per the plan stipulated in the agreement, agreed payment, terms, and conditions for the agreement life time.

### 3.6. Questions

Please email your questions – in relation to the technical and administrative requirements of the RFQ – to [bids@gaalo.org](mailto:bids@gaalo.org) by November 19, 2024 no later than 04:00PM, Afghanistan Local Time (AFT). Write RFQ number **(RFQ-KBL-2024-0025 Rehabilitation of schools in Daman and Kandahar districts of Kandahar province)** in the subject line. The answers to the questions will be emailed/posted by GAALO on November 19, 2024. Any verbal information provided by the employees of GAALO in response to the offeror's questions will not be considered official.

### 3.7. Eligibility Criteria

Registered Construction Companies, who meet the requirements, evaluation criteria, and other terms and conditions of the RFQ are eligible to submit their quotes in response to the RFQ.

### 3.8. Vendor Selection Criteria:

- The GAALO's Internal Procurement Committee (IPC) will be in charge of evaluation of bids and selection of the winning proposal.
- Preference will be given to highly competitive bid that meets the services requirements.

### 3.9. Submission Guidelines

- Interested and qualified offerors are requested to send their quotes only electronically to [bids@gaalo.org](mailto:bids@gaalo.org) by November 21, 2024 no later than 04:00PM, Afghanistan Local Time (AFT).
- In the quotes, the offerors are required to incorporate any additional costs associated with the procurement services to GAALO.
- The quoted prices shall be valid for a period of at least 60 days from the quote submission date.
- The prices shall be quoted through filling and signing **Offeror's Sheet** stipulated in this RFQ. Moreover, the offerors are required to provide their best prices for provision of the procurement services.
- The offerors are requested to quote their prices in the AFN Afghani (AFN) currency only.
- Please write RFQ number **(RFQ-KBL-2024-0025)** in the subject line of your offer submission email.
- The offerors are required to submit the following:
  - Offeror's Valid Registration
  - Offeror's Sheet filled and signed

- Sufficient samples of similar works carried out by offeror in the last 2 years.

### 3.10. Delivery Locations and Timelines

All services shall be delivered to the mentioned locations in BoQ:

### 3.11. Terms and Conditions

Below terms and conditions apply:

- Submission of quotes in response to the RFQ does not obligate GAALO to award and/or enter into an agreement with the offeror. The award is subject to the selection of best and final offer (BAFO) in accordance with the evaluation criteria as specified in the RFQ.
- Submitting an offer after the closing date/time (as specified in the RFQ) will not be considered for bidding.
- GAALO does not pay any costs incurred by the offeror associated with the preparation of quotes in response to the RFQ.
- GAALO owns the right to reject any quotes that do not comply with the requirements, terms, and conditions of the RFQ.
- Offeror's failure to meet the requirements of the RFQ may lead to its disqualification from the bidding process.

### 3.12. Required documents:

The following documents must be part of the submission package:

- Copy of valid and updated business license
- Copy of company president & vice president National Identification Card (NIC).
- Copy of three similar contracts
- Bank Statement

### 3.13. Bank account details:

The following documents will be provided by vender after the issuance of the contract/OP:

- Company's bank account details.

Company Business Name: \_\_\_\_\_

Company Representative Name: \_\_\_\_\_

Representative Title in Company: \_\_\_\_\_

Signature, stamp and date: \_\_\_\_\_