**INVITATION TO TENDER**

**Afghanistan**

**14 November 2024**

**ITT-AFG-KBL-2024- PR524335**

**Rental Truck - FWA for 2 Year from Kabul to all SCI operational provinces**

**SUBMISSION DEADLINE : 4:00 PM ON 27/Nov/2024**

**PRE-SUBMISSION CLARIFICATION MEETING : Not Applicable**

**QUESTIONS / CLARIFICATIONS :** [**AFG.Tenders@savethechildren.org**](mailto:AFG.Tenders@savethechildren.org)

**FORMAT FOR SUBMISSION :** [**BIDDER RESPONSE DOCUMENT**](#_PART_3_–)

[**PART**](#_PART_1_–) **1 : INVITATION TO TENDER**

* + Introduction to SCI
  + Project Overview and Requirements
  + Award Criteria
  + Instructions & Key Information

[**PART 2 : CORE REQUIREMENTS AND SPECIFICATION**](#_PART_2_–)

Detailed description of SCI’s specific requirements (e.g. volumes, delivery dates / locations, product specifications etc).

[**PART 3 : BIDDER RESPONSE DOCUMENT**](#_PART_3_–)

Template to be used to submit response to this Invitation to Tender.

# **PART 1 – INVITATION TO TENDER**

## **INTRODUCTION TO SAVE THE CHILDREN**

SCI is the world’s leading independent organisation for children. We save children’s lives; we fight for their rights; we help them fulfil their potential. We work together, with our partners, to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in their lives.

**Our Vision** – a world in which every child attains the right to survival, protection, development and participation.

**Our Mission** – to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in their lives.

We do this through a range of initiatives and programmes, to:

* Provide lifesaving supplies & emotional support for children caught up in disasters (e.g. floods, famine & wars).
* Campaign for long term change to improve children’s lives.
* Improve children’s access to the food and healthcare they need to survive.
* Secure a good quality education for the children who need it most.
* Protect the world’s most vulnerable children, including those separated from their families because of war, natural disasters, extreme poverty or exploitation.
* Work with families to help them out of the poverty cycle so they can feed and support their children.

For more information on the work we undertake and recent achievements, visit our [website](http://www.savethechildren.net/).

## **PROJECT OVERVIEW**

|  |  |
| --- | --- |
| **Item** | **Description** |
| **Description of Goods / Services** | ***Rental Truck - FWA for 2 Year from Kabul to all SCI operational provinces*** |
| **Outcome of Tender** | ***Framework Agreement*** *(Fixed Price) – the successful supplier(s) will be awarded a ‘Framework Agreement’. Within the Framework Agreement the terms of supply (e.g. indemnities, liabilities, warranties etc.) shall be agreed, as will the conditions of supply (e.g. specifications, lead times etc.). The Framework Agreement does not commit SCI to any purchases or specific volumes. Any future purchases which will be completed under separate Purchase Orders which will be governed and linked to the original Framework Agreement.* |
| **Duration of Award** | *24 Months* |

Further detail on the specific requirements of the project (e.g. volumes, dates, specifications etc.) can be found in [Part 2](#_PART_2_–) (Core Requirements & Specifications) of this Tender Pack.

## **AWARD CRITERA**

SCI is committed to running a fair and transparent tender process, and ensuring that all bidders are treated and assessed equally during this tender process. Bidder responses will be evaluated against four weighted categories of criteria: Essential Criteria, Sustainability Criteria, Capability Criteria, and Commercial Criteria.

### **ESSENTIAL CRITERIA**

Criteria which bidders **must** meet in order to progress to the next round of evaluation. If a bidder does not meet any of the Essential Criteria, they will be excluded from the tender process immediately. These criteria are scored as ‘Pass’ / ‘Fail’.

**3.2 SUSTAINABILITY CRITERIA (10%)**

Criteria used to evaluate the impact a supplier has on the environment, local economy and community. Bids will be evaluated against the same pre-agreed Criteria.

### **3.3 CAPABILITY CRITERIA (45%)**

Criteria used to evaluate the bidders ability, skill and experience in relation to the requirements. Bids will be evaluated against the same pre-agreed Criteria.

### **3.4 COMMERIAL CRITERIA (45%)**

Criteria used to evaluate the commercial competitiveness of a bid. Bids will be evaluated against the same pre-agreed Criteria.

## **VETTING**

Successful bidders must be successfully vetted. This involves checking bidders and key personnel against Global Watch Lists, Enhanced Due Diligence Lists and Politically Exposed Persons Lists.

The vetting of bidders will be completed after the award decision and prior to any contract being signed, or orders placed. If any information provided by the Bidder throughout the tender process is proved to be incorrect during the vetting process (or at any other point), SCI may withdraw their award decision.

## **BIDDER INSTRUCTIONS**

### **6.1 TIMESCALES**

|  |  |
| --- | --- |
| Activity | Date |
| Issue Invitation to Tender | 14 November 2024 |
| Pre-Submission Clarification Meeting | Not Applicable |
| Deadline for questions from Bidders | 24 November 2024 |
| Deadline for Bid Submission | 27 November 2024 |
| Bid Clarifications | 10 December 2024 |
| Award Contact | 30 December 2024 |

The above dates are for indicative purposes only and are subject to change. However, SCI commits to ensure all Bidders receive notification of changes to timescales in a fair and transparent manner.

### **6.2 SUBMISSION FORMAT & BIDDER RESPONSE DOCUMENT**

Bidders wishing to submit a bid **must use the Bidder Response Document template in** [**Part 3**](#_PART_3_–) **of this Tender Pack**. Any bids received using different formats, or incomplete bids, will not be accepted.

This document allows bidders to submit all the required information and be evaluated fairly and equally against the Essential, Capability and Commercial Criteria. Bidders may also be required to submit supporting documentation. Further instructions can be found within the document in Part 3 of this pack.

Bids can be submitted by either:

**Electronic Submission via ProSave**

* Submit your response in accordance with the guidance provided in the below document:



**Electronic Submission via Email – Not Applicable**

**Paper Submission**

* paper copies submitted on headed paper to Save the Children International-CO in Kabul Province located at – Qala-e-Fatullah, St# 5, House # 586 , Afghanistan
* Bids should be submitted in a single sealed and stamped envelope addressed to SCI Afghanistan, Supply Chain Department.

The envelope should clearly indicate the Invitation to tender reference **number ITT-AFG-KBL-2024- PR524335 *Rental Truck - FWA for 2 Year from Kabul to all SCI operational provinces***

* but contain no other details relating to the bid or the bidder’s name.
* All supporting documentation should be labelled and grouped together (individual envelopes, stapled etc), and then included in a single sealed envelope as per the above.

### **6.4 CLOSING DATE FOR BID SUBMISSION**

Your bid must be received, no later than **4:00 PM on 27 Nov 2024**

Bids must remain valid and open for consideration for a period of no less than **90 days**.

### **6.5 KEY CONTACTS**

All questions relating to the tender should be sent via email to:

|  |  |
| --- | --- |
| Name | Email Address |
| SCI Afghan Tender | [**AFG.Tenders@savethechildren.org**](mailto:AFG.Tenders@savethechildren.org) |

Please be advised local working hours are **08:00 AM – 04:00 PM**, **Sunday - Thursday**. Please allow up to 2 days for a response.

Where the enquiry may have an impact on other bidders within the process, Save the Children will notify all other Bidders to maintain a fair and transparent process. Clarifications to all questions which will be raised by the prospective bidders shall be uploaded in ACBAR website 3 days prior to bid submission deadline.

# **PART 2 – CORE REQUIREMENTS & SPECIFICATIONS**

1. **SPECIFIC REQUIREMENTS**

Save the Children operate a fleet of vehicles to support the delivery of its programmes. Vehicles are used to transport goods, colleagues and beneficiaries to and from various locations. Given the nature of the use of the vehicles, it is crucial that Save the Children has access to a reliable and safe fleet of vehicles.

Save the Childrens key interests in bidders submissions will be:

* **Safety** – Save the Children require vehicles which are equipped to ensure the safety of all passengers. This includes things such as vehicle safety equipment (seatbelts etc), insurance coverage and driver qualificatons / experience.
* **Reliability & Availability** – Save the Children require vehicles which will be able to perform in the challenging and unpredictable conditions in which we work. This includes ensuring vehicles are properly maintained and serviced to minimise breakdowns (and if required, replacement vehicle coverage).
* **Pricing** – Save the Children has a duty to its beneficiaries and donors to ensure it manages its financial resources effectively to deliver best value. This includes achieving commercially competitive fleet rental rates.

1. **SPECIFICATIONS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **VEHICLE TYPE** | **DESCRIPTION** | **DRIVER**  ***(Yes / No)*** | **ADDITIONAL SERVICES**  ***(e.g. Fuel, IVMS?)*** | **QTY** | **DURATION OF RENTAL** |
| Balkh - Hino Truck | Hino Truck from SCI Kabul WH to Balkh Warehouse - Size 6mx2,20 x2m - 8 to 10 Ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 240 | 2 Years (Based on Actual Need) |
| Balkh - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Balkh Warehouse - Size 7.50mx2,50 x2.20m - 15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 240 | 2 Years (Based on Actual Need) |
| Faryab - Hino Truck | Hino Truck from SCI Kabul WH to Faryab Warehouse - Size 6mx2.20x2m - 8 to 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 168 | 2 Years (Based on Actual Need) |
| Faryab - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Faryab Warehouse - Size 7.50mx2.50mx2.20m - 15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 168 | 2 Years (Based on Actual Need) |
| Jawzjan - Hino Truck | Hino Truck From SCI Kabul WH to Jawzjan Warehouse - Size 6mx2.20mx2m - 8 - 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 72 | 2 Years (Based on Actual Need) |
| Jawzjan - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Jawzjan Warehouse - Size 7.50mx2.50mx2.20m - 15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 72 | 2 Years (Based on Actual Need) |
| Sar e Pul - Hino Truck | Hino Truck from SCI Kabul WH to Sar e Pul Warehouse - Size 6mx2.20mx2m- 8 to 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 120 | 2 Years (Based on Actual Need) |
| Sar e Pul - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Sar e Pul Warehouse - Size 7.50mx2.50mx2.20m - 15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 120 | 2 Years (Based on Actual Need) |
| Kandahar - Hino Truck | Hino Truck from SCI Kabul WH to Kandahar Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 192 | 2 Years (Based on Actual Need) |
| Kandahar - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Kandahar Warehouse - Size 7.50mx2.50mx2.20m -15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 192 | 2 Years (Based on Actual Need) |
| Nangarhar - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Nangarhar Warehouse - Size 7.50mx2.50mx2.20m -15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 144 | 2 Years (Based on Actual Need) |
| Nangarhar - Hino Truck | Hino Truck from SCI Kabul WH to Nangarhar Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 144 | 2 Years (Based on Actual Need) |
| Nangarhar - Mazda Truck | Mazda Truck from SCI Kabul WH to Nangarhar Warehouse - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 240 | 2 Years (Based on Actual Need) |
| Kunar - Hino Truck from | Hino Truck from SCI Kabul WH to Kunar Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 72 | 2 Years (Based on Actual Need) |
| Kunar - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Kunar Warehouse - Size 7.5mx2.50mx2.20m - 15 to 17 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 72 | 2 Years (Based on Actual Need) |
| Kunar - Mazda Truck from | Mazda Truck from SCI Kabul WH to Kunar Warehouse - Size 4.50mx1.90mx1.60m - 4 to 5 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 120 | 2 Years (Based on Actual Need) |
| Deh Sabz, Bagrami & Khak e jabar Mazda | Mazda Truck from SCI Kabul WH Dehsabz, Bagrami & Khak e Jabar different villages including one labor - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 48 | 2 Years (Based on Actual Need) |
| Laghman - Hino Truck | Hino Truck from SCI Kabul WH to Laghman Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 48 | 2 Years (Based on Actual Need) |
| Sorobi , Charasyab & Mosahe-Mazda Truck | Mazda Truck from SCI Kabul WH Sorobi , Charasyab & Mosahe including villages with one labor - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 48 | 2 Years (Based on Actual Need) |
| Farza - Mazda Truck | Mazda Truck from SCI Kabul WH to Farza Dist including villages with one labor - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Yes | maintenance, parts, full coverage insurance and renewal of vehicle documentations | 24 | 2 Years (Based on Actual Need) |

**RENTAL DURATION**

* Due to the nature of Save the Childrens work, the rental requirements may change with limited notice. Therefore, Save the Children requires the ability to increase / reduce the number of vehicles rented with limited notice and without impact on the remaining rented vehicles.
* Save the Children may request additional vehicles be supplied at the agreed rates at any time.
* Save the Children may terminate the rental of any individual vehicles by giving at least 2 days’ notice.

**VEHICLES**

* All vehicles supplied should adhere to the following criteria:
  + Trucks must be maintained in optimal operating conditions.
  + More than one truck should be available to dispatch for different provinces based on need.
* All vehicles supplied should be free from major defects / damage and road legal, and remain so for the duration of the rental period. This includes:
  + Vehicles complying with all local laws and legislations.
  + Vehicles are taxed and have the relevant insurance required by law.
  + Vehicles are equipped with all relevant safety equipment (e.g. seatbelts, tyres have correct tread depths etc.).

**DELIVERY & RETURNS**

* The supplier shall be responsible for delivering the vehicles/goods to the location specified by SCI
* The supplier shall be responsible for collecting the vehicles at the location specified by SCI at the end of the rental period.
* Save the Children does not expect to be charged for any damage / repair or theft costs for the vehicle and goods dispatched to the specified location. at the end of the rental period unless agreed in writing by both the Supplier and SCI when the vehicles are returned at the end of the hire period.

**FUEL**

* The supplier shall be responsible for providing fuel for the duration of the rental period.
* The supplier confirms they have established relationships with fuel suppliers, and that Save the Children will receive priority treatment in the event of a fuel shortage, or if there are any national / local fuel supply issues

**INSURANCE & TAX**

* All vehicles supplied must include as a minimum the following insurance cover:
  + Passenger Liability
  + Third Party Liability
* It is the responsibility of the Supplier to ensure all vehicles remain insured for the duration of the rental period.
* It is the responsibility of the Supplier to ensure all vehicles remain taxed for the duration of the rental period.

**VEHICLE MAINTENANCE**

* The supplier shall be responsible for maintaining and servicing the vehicle throughout the rental period.
* The vehicles should be maintained and serviced in line with the manufacturers recommendation, as a minimum.
* When any repairs, servicing or maintenance is required, the Supplier shall provide Save the Children reasonable notice, and supply a vehicle of a similar specification whilst the original vehicle is being serviced / repaired / maintained.

**DRIVERS**

* All drivers supplied by the Supplier must adhere to the following criteria:
  + Hold a valid driving license for any vehicle type they may drive under the rental agreement, and the license remains valid for the duration of the rental period.
  + Driver must not have been suspended in the last 5 years.
  + Driver to have experience of 2 years of driving similar vehicles.
  + Driver to adhere to all traffic laws at all times and never be under the influence of drugs or alcohol.
  + Driver to adhere to all Save the Children’s policies including the SCI Fleet policy.
  + Drivers to have passed medical / health checks (e.g. eyesight tests) to prove their suitability to drive.
  + Drivers must carry all relevant documentation (e.g. driving license, vehicle taxation) at all times when driving for Save the Children.

**REPORTING**

* Drivers will be responsible for maintaining all vehicle documents required law.

**TERMINATION**

* Should any of the supplied vehicles become in a condition meaning that they are unable to be used to serve their purpose, the Supplier will be provided a replacement vehicle within 1 day.
* Should a replacement vehicle not be supplied, Save the Children can terminate the hire of the vehicle(s) immediately.
* Reasons for a vehicle hire being terminated include, but are not limited to:
  + Expiration of insurance, tax or any other licenses required by law.
  + Irreparable damage to vehicle.
  + Lack of required safety equipment as required by law / Save the Children’s fleet policy.

# **PART 3 – BIDDER RESPONSE DOCUMENT**

1. **INTRODUCTION**

This document **MUST BE USED** by Bidders wishing to submit a bid. It is linked into 5 sections detailed below:

* [Section 1 – Essential Criteria](#_SECTION_2:_ESSENTIAL)
* [Section 2 – Capability & Sustainability Questions](#_SECTION_3_–)
* [Section 3 – Commercial Questions](#_SECTION_4_–)
* [Section 4 – Bidder Submission Checklist](#_SECTION_5_–)

**The Bidder is required to sign a copy of the Check list in Section 4 as part of their submission**.

1. **INSTRUCTIONS**

Within each section there are instructions providing guidance to the bidder on what information is required. This guidance details the **MINIMUM** requirements expected by SCI. If a Bidder wishes to add further information, this is acceptable but the additional information should be limited to only items that are relevant to the tender.

* For the avoidance of doubt, bidders are required to complete all items within the Bidder Response Document unless clear instruction is provided otherwise.
* If a Bidder does not complete the entire Bidder Response document, their submission may be declared void.
* If a Bidder is unable to complete any element of the Bidder Response Document, they should contact Save the Children through the using the contact details provided for guidance.

By submitting a response, the bidder confirms that all information provided can be relied upon for validity and accuracy.

## **SECTION 1 - ESSENTIAL CRITERIA**

***INSTRUCTIONS – Bidders are required to complete all sections of the below table.***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | **Question** | **Bidder Response** | |
| ***1*** | Bidder accepts Save the Children’s ‘Terms and Conditions of Purchase’ and that any business awarded to the bidder will be completed under the Terms and Conditions included in Section 4 of this pack. | **Yes / No** | **Comments / Attachments** |
|  |  |
| ***2*** | The Bidder and its staff (and any sub-contractors used) agree to comply with Save the Children Supplier Sustainability Policy listed in Section 4 of this pack throughout this tender process, and during any future works should the bidder be awarded a contract. | **Yes / No** | **Comments** |
|  |  |
| ***3*** | The bidder confirms they are not a prohibited party under applicable sanctions laws or anti-terrorism laws or provide goods under sanction by the United States of America or the European Union and accepts that SCI will undertake independent checks to validate this. | **Yes / No** | **Comments** |
|  |  |
| ***4*** | The Bidder confirms it is fully qualified, licenses and registered to trade with Save the Children (including compliance with all relevant local Country legislation).  This includes the Bidder submitting the following requirements (where applicable):   * Legitimate business address * Tax registration number & certificate * Business registration certificate * Trading license (This tender is open only for the Transportation Companies). * Corporate Bank Account Details by the name of the company. (*This should include the account number, Bank Name and currency (either Afghani or USD*). * **Note:** The supplier needs to provide a confirmation letter if the contract is awarded the supplier to provide a second bank account (either Afghani or USD) upon request. | **Yes / No** | **Comments** |
|  |  |
| **Requirement** | **Bidder Response / Attachments** |
| ***Legitimate Business Address*** |  |
| ***Tax Registration Number & Certificate*** |  |
| ***Business Registration Certificate*** |  |
| ***Trading License*** |  |
| ***Bank Account Details*** |  |
| ***5*** | The bidder confirms it is not linked directly or indirectly to any terrorism related activity and does not sell any Dual Purpose goods / services that may be used in a terror related activity. | **Yes / No** | **Comments** |
|  |  |
| ***6*** | The Bidder confirms that it all of their drivers are legally qualified to drive and that all employees (including drivers and any sub-contracted labour) are vetted against sanctions lists. | **Yes / No** | **Comments / Attachments** |
|  |  |
| ***7*** | **The Bidder agrees to be audited by SCI’s donors, or their authorised auditing agencies.** | **Yes / No** | **Comments / Attachments** |
|  |  |
| ***8*** | The Bidder confirms that all vehicles supplied are road legal, free from major defects and safe to use for the purpose detailed in this Invitation to Tender, and will remain so for the duration of the rental period. | **Yes / No** | **Comments / Attachments** |
|  |  |
| ***9*** | The Bidder confirms that all vehicles supplied include the as a minimum, the insurance levels required by the Global and Local Safety & Security Policies (detailed in this Invitation to Tender) and that the vehicles will remain insured for the duration of the rental period.  **The supplier should adhere to the safety and security requirements issued by SCI SSD department. This requirement will be part of the Framework Agreement with the successful supplier.** | **Yes / No** | **Comments / Attachments** |
|  |  |
| **10** | Bidder are required to provide a confirmation letter that maintenance, parts, full coverage insurance and renewal of vehicle documentations payment is their responsibility. | **Yes / No** | **Comments / Attachments** |
|  |  |

## **SECTION 2 – CAPABILITY & SUSTAINABILITY QUESTIONS**

***Instructions – Bidders are required to complete all sections of the below table.***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | **Score** | **Question** | **Bidder Response** |
| ***1*** | 15 % | Experience  Provide relevant contracts for dealing in transportation services with national and/or international NGOs, UN and Govt from the last five years to demonstrate recent relevant experience in transportation services.  15 points for 3 or more Framework Agreements (min. 1year duration  10 points for two contracts in similar fields  5 points for one contract. |  |
| ***2*** | 10 % | Size of current fleet (number of trucks operated by the bidder).  Provide the list of company operated vehicles with green books and Driver’s license.  10 points for list of 20 vehicles with green books copies and drivers’ details  5 points for list of 10 vehicles with green books copies and driver`s details  3 points for list of 7 vehicles with green books copies and driver details | **Bidder Response** |
| ***3*** | 10 % | Lead time to make trucks available for Save the Children from the time of order.  Provide confirmation letter accepting to fulfil SCI request within 24 hours and in some exceptional cases within 12 hours to provide vehicles for deliveries.  NOTE: Failing to prove this lead time in contract period regularly will result in contract termination. |  |
| ***4*** | 10% | Availability of insurance and assurance to cover any loss in transit while transporting materials, or confirmation of ability to refund Save the Children for any loss in transit that are not caused by Force Majeure event.  10 points if confirmed  0 point if no  NOTE: Failing to deliver this confirmation in contract period will result in contract termination. |  |

## **SUSTAIBILITY QUESTIONS**

## ***Instructions – Bidders are required to complete all sections of the below table.***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | **Evaluation Criteria** | **Sustainability Criteria Description**  **(Minimum Weighting is 10%)** | **Bidder Response Question No** |
| ***1*** | 10 % | **Sustainability Criteria:**  The bidder source and staff from the local/and Kabul Province. This helps to improve the local economy by ensuring money is invested in local suppliers, improves employment and upskills the local population.  10/10 – Bidder source 100% locally bidder address location in Kabul province according to bidder valid business license.  5/10 – Bidder source from outside the Kabul (All provinces of Afghanistan)  0/10 – Bidders source from outside of Afghanistan |  |

## **SECTION 3 – COMMERCIAL QUESTIONS**

**Table 1 – Vehicle Pricing (inclusive of Fuel, Maintenance, Servicing etc)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Description of Services** | **Specification/Vehicle Type** | **Unit** | **Quantity** | **Unit Price in USD** | **Total price in USD** |
| 1 | Balkh - Hino Truck | Hino Truck from SCI Kabul WH to Balkh Warehouse - Size 6mx2,20 x2m - 8 to 10 Ton | Each | 240 |  |  |
| 2 | Balkh - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Balkh Warehouse - Size 7.50mx2,50 x2.20m - 15 to 17 ton | Each | 240 |  |  |
| 3 | Faryab - Hino Truck | Hino Truck from SCI Kabul WH to Faryab Warehouse - Size 6mx2.20x2m - 8 to 10 ton | Each | 168 |  |  |
| 4 | Faryab - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Faryab Warehouse - Size 7.50mx2.50mx2.20m - 15 to 17 ton | Each | 168 |  |  |
| 5 | Jawzjan - Hino Truck | Hino Truck From SCI Kabul WH to Jawzjan Warehouse - Size 6mx2.20mx2m - 8 - 10 ton | Each | 72 |  |  |
| 6 | Jawzjan - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Jawzjan Warehouse - Size 7.50mx2.50mx2.20m - 15 to 17 ton | Each | 72 |  |  |
| 7 | Sar e Pul - Hino Truck | Hino Truck from SCI Kabul WH to Sar e Pul Warehouse - Size 6mx2.20mx2m- 8 to 10 ton | Each | 120 |  |  |
| 8 | Sar e Pul - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Sar e Pul Warehouse - Size 7.50mx2.50mx2.20m - 15 to 17 ton | Each | 120 |  |  |
| 9 | Kandahar - Hino Truck | Hino Truck from SCI Kabul WH to Kandahar Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Each | 192 |  |  |
| 10 | Kandahar - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Kandahar Warehouse - Size 7.50mx2.50mx2.20m -15 to 17 ton | Each | 192 |  |  |
| 11 | Nangarhar - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Nangarhar Warehouse - Size 7.50mx2.50mx2.20m -15 to 17 ton | Each | 144 |  |  |
| 12 | Nangarhar - Hino Truck | Hino Truck from SCI Kabul WH to Nangarhar Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Each | 144 |  |  |
| 13 | Nangarhar - Mazda Truck | Mazda Truck from SCI Kabul WH to Nangarhar Warehouse - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Each | 240 |  |  |
| 14 | Kunar - Hino Truck from | Hino Truck from SCI Kabul WH to Kunar Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Each | 72 |  |  |
| 15 | Kunar - Long Truck (10 Saland) | Long Truck (10 Saland) from SCI Kabul WH to Kunar Warehouse - Size 7.5mx2.50mx2.20m - 15 to 17 ton | Each | 72 |  |  |
| 16 | Kunar - Mazda Truck from | Mazda Truck from SCI Kabul WH to Kunar Warehouse - Size 4.50mx1.90mx1.60m - 4 to 5 ton | Each | 120 |  |  |
| 17 | DehSabz, Bagrami & Khak e jabar Mazda | Mazda Truck from SCI Kabul WH Dehsabz, Bagrami & Khak e Jabar different villages including one labor - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Each | 48 |  |  |
| 18 | Laghman - Hino Truck | Hino Truck from SCI Kabul WH to Laghman Warehouse - Size 6mx2.20mx2m - 8 to 10 ton | Each | 48 |  |  |
| 19 | Sorobi, Charasyab & Mosahe-Mazda Truck | Mazda Truck from SCI Kabul WH Sorobi , Charasyab & Mosahe including villages with one labor - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Each | 48 |  |  |
| 20 | Farza - Mazda Truck | Mazda Truck from SCI Kabul WH to Farza Dist including villages with one labor - Size 4.50mx1.90mx1.60 - 4 to 5 ton | Each | 24 |  |  |

**For the avoidance of doubt, the pricing provided in Table 1 above should be inclusive of all charges relating to the supply of the vehicle (including deliver, returns, fuel, servicing etc).**

**FIXED TERM PRICING**

Please confirm that the pricing provided can be fixed for a duration of 2 years.

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**SECTION 4 – BIDDER SUBMISSION CHECKLIST**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **We, the Bidder, hereby confirm we have completed all sections of the Bidder Response Document:** | | | | | | |
| **No** | **Section** | | | **Please Tick** | | |
| 1. | Section 2 – Essential Criteria | | |  | | |
| 2. | Section 3 – Capability & Sustainability Questions | | |  | | |
| 3. | Section 4 – Commercial Questions | | |  | | |
|  | | | | | | |
| **We, the Bidder, confirm we have uploaded all of the required information and supporting evidence:** | | | | | | |
| **Section** | | **Required Document / Evidence** | | | | **Please Tick** |
| **Essential Criteria Evidence** | | Proof of legitimate business address | | | |  |
| Copy of tax registration number & certificate | | | |  |
| Copy of business registration certificate | | | |  |
| Copies of Corporate Bank Account Details by the name of the company *(Both in USD and AFN Currencies)* | | | |  |
| confirmation letter for accepting that maintenance, parts, full coverage insurance and renewal of vehicle documentations is bidder’s responsibility | | | |  |
| **Capability Criteria Evidence** | | Completed Bidder Response Document | | | |  |
| Copies of similar contracts | | | |  |
| List of vehicle specifications for all vehicle types supplied | | | |  |
| **Commercial Criteria Evidence** | | Completed Bidder Response Document | | | |  |
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| **We, the Bidder, hereby confirm we compliance with the following policies and requirements:** | | | | | | |
| **Policy** | | | **Policy / Document** | | **Signature** | |
| Terms & Conditions of Bidding | | |  | |  | |
| Terms & Conditions of Purchase | | |  | |  | |
| Supplier Sustainability Policy  and the included mandatory policies | | | [Click Here to Access](https://www.savethechildren.net/sites/www.savethechildren.net/files/Supplier%20Sustainability%20Policy.pdf) | |  | |

|  |  |
| --- | --- |
| We confirm that Save the Children may in its consideration of our offer, and subsequently, rely on the statements made herein. | |
| Signature: | ………………………………………………….. |
| Name: | ………………………………………………….. |
| Title: | ………………………………………………….. |
| Company: | ………………………………………………….. |
| Date: | ………………………………………………….. |