



Request for Quotation Number: RFQ-GSRO-2024-006

Title:	Request for Quotation for the Provision of climate-resilient seeds, organic fertilizers, and pesticides in Herat province.
For:	Women Empowerment through Climate-Smart Agricultural and Agribusiness
Required in:	Herat - Afghanistan
Issue Date:	25 Nov, 2024
Deadline for Questions:	4 Dec, 2024
Closing Date:	7 Dec, 2024
Funded by:	UN Women
Project Code :	PA005614AFG
Questions:	For any questions, please feel free to email us procurement@gsro.org
Quotations Submission Address:	Your offier must be in-peson in House #16, Ebn-e-Sina 8, 1st district, Herat, Afghanistan
Quotation Validity:	60 days

About Green Social Research Organization GSRO

GSRO is a distinguished non-profit, non-governmental, and non-political organization registered with the Ministry of Economy of Afghanistan. With our headquarters situated in Herat province, we have been at the forefront of driving positive change since 2015. At GSRO, we are unwavering in our commitment to research, climate change initiatives, education, and livelihood projects. Through our diverse portfolio, we actively tackle pressing challenges, seeking to make a lasting impact on our communities.

At GSRO, we believe in creating an environment where the voices of the communities we serve are heard, their needs are prioritized, and their aspirations are nurtured. We foster collaborations with esteemed local stakeholders, and international partners, amplifying our collective impact and fostering sustainability. With professionalism, transparency, and accountability as our guiding principles, GSRO invites passionate individuals, organizations, and changemakers to join us on this transformative journey. Together, we can shape a brighter, more resilient future for all. To learn more about our projects, explore partnership opportunities, and contribute to our mission, we invite you to visit GSRO. Let us unite in driving change, creating sustainable solutions, and leaving a lasting legacy for generations to come.

RFQ purpose:

GSRO requests Quotations from eligible vendors/suppliers, who have the required experience and capabilities to supply, and deliver climate-resilient seeds, organic fertilizers, and pesticides according to the specification mentioned in this RFQ. Under Women Empowerment through Climate-Smart Agricultural and Agribusiness, funded by **UN Women**, GSRO intends to purchase climate-resilient seeds, organic fertilizers, and pesticides to be delivered to Pashtoon Zarghon district, Herat province.

Instruction to bidders

A. Submission of offers

Eligible suppliers should submit their offers along with samples of climate-resilient seeds, organic fertilizers, and pesticides directly to the main office of GSRO at House #16, Ebn-e-Sina 8, 1st District, Herat, Afghanistan. Bidders must submit their offers in-person, as online submissions are not acceptable.

B. Offer Format

Bidders are requested to submit their offers with sample in accordance with the instructions and requirements described in this RFQ. Failure to adhere to these instructions or requirements may lead to disqualification of a quotation from evaluation.

Product Specifications:

The details specifications of the climate-resilient seeds, organic fertilizers, and pesticides are given in the below table:

No.	Item	Specification/Details	Unit	Quantity	Remarks
1	Climate Resilient Seeds				
1.1	Okra	<ul style="list-style-type: none">▪ Variety (Dutch Clemson Spineless) or equal▪ 100% Purity▪ More than 95% Germination▪ Standard packaging with a technical label▪ The seeds shall be divided into 50 packages▪ Each package includes 4 Kg▪ Guarantee letter (Certificate) shall be attached to the offer	Kg	200	
1.2	Tomato	<ul style="list-style-type: none">▪ Variety (Indian Pearson)▪ 100% Purity	Kg	15	

		<ul style="list-style-type: none"> ▪ More than 95% Germination ▪ Standard packaging with a technical label ▪ The seeds shall be divided into 50 packages ▪ Each package includes 300 gr ▪ Guarantee letter (Certificate) shall be attached to the offer 			
1.3	Onion	<ul style="list-style-type: none"> ▪ Variety (Spanish yellow) ▪ 98% Purity ▪ More than 95% Germination ▪ Standard packaging with a technical label ▪ The seeds shall be divided into 50 packages ▪ Each package included 2.5 KG ▪ Guarantee letter (Certificate) shall be attached to the offer 	Kg	125	
2	Organic Fertilizer	Brand: Zarkhiz or equal 50 packages with each sack 20 Kgr	Sack	150	
3	Bio-Pesticide	Brand: Duel produced by X-Green Company or equal With its container	Litter	300	

Inspection: The climate-resilient seeds, organic fertilizers, and pesticides will be inspected by the GSRO technical team. Climate-resilient seeds, organic fertilizers, and pesticides that do not meet the Minimum Specification will be rejected.

Bidders' determination of responsibility.

- a. Bidder cannot submit more than one offer per business license. Also, if one person holding key roles in more than one company submits multiple offers from various addresses for this RFQ, all such offers will not be considered for evaluation.
- b. Bidders should hold valid business licenses with the commerce and industry ministry.
- c. Offers and queries should be submitted in English and evaluations will be made in English and English will take precedence over Dari and Pashto proposals/quotations.
- d. Rates shall be provided in both words and figures. All rates/charges should be stated in **Afghani (AFN)**
- e. The offers in response to this RFQ must include all prices including all relevant taxes as per Afghanistan Income Tax Law, GSRO will not accept any additional taxes or charges to the awarded entity after an award is made. According to Afghan Income Tax Law, GSRO will withhold 2% of the total amount from the supplier who holds valid registration licenses with relevant Afghan Ministries and remit the amount to the Ministry of Finance.
- f. Payments will be made to the supplier only by Cheque or Bank Transfer, GSRO will pay the supplier in accordance with the payment schedule, to be stipulated in the Purchaser Order Agreement or contract.
- j. Incomplete or non-compliant offers will not be considered.
- k. Offer must be valid for 60 days from the date of submission and fixed for the total duration of the contract.
- l. GSRO reserves the right to reject the product supply if it doesn't meet the required specifications described in this solicitation.
- m. Clear description of business references and experience will be positively marked as per the template provided.

- n. **Offerors are required to carefully read all instructions** and the specifications contained in this Request for Quotation. The completion and submission to GSRO of the above item will constitute a Quotation and will indicate the Offeror's agreement to the terms and conditions in this RFQ and in any attachments hereto.
- o. The supplier will deliver the required climate-resilient seeds, organic fertilizers, and pesticides in **Pashtun Zarghon** district, of the Herat province as per the GSRO distribution plan. **The planned distribution sites i.e. five villages will be determined upon signing contract.**
- p. Issuance of this RFQ in no way obligates GSRO to award, and offers will not be reimbursed for any cost associated with the preparation of this Quote. GSRO also reserves the right to issue multiple awards and procure only items or services from the selected vendor(s).
- q. RFQ must be signed and stamped.
- r. If you are approached by anyone suggesting unlawful actions regarding this RFQ or have any concerns or suspicions that your offers are not being treated with honesty, transparency, and integrity, please email to complaint@gsro.org, or call 0793719719. Your name and the name of your company will be kept confidential.

General Terms and Conditions

The general conditions form attached to this RFQ must be read, signed, stamped, and submitted by the supplier along with the offer response.

- a. GSRO reserves the right to waive any administrative requirement in this RFQ.
- b. GSRO will have the right to carry out due diligence (confirmation of information provided or clarification) on any offer received.
- c. GSRO will not share its internal evaluation documents.

Questions

Offerors are welcome to seek clarifications or ask questions about the technical and administrative aspects of this RFQ. All questions or requests for clarification must be in English. Questions or requests for clarification should be submitted to the email: procurement@gsro.org before the deadline for questions i.e. 4 Dec, 2024 COB. Offerors should be aware that their responses to questions or requests for clarification may be shared with other Offerors.

Any verbal information received from employees of GSRO, the Beneficiary, or any other entity should not be considered an official response to any questions regarding this RFQ.

Prices

Quoted prices should be firm, fixed, and all-inclusive. No additional sums will be payable for any change or escalation in the cost of materials, equipment, packaging or labor, warranty-related costs, all other costs and charges of whatever description or amount in connection with, necessary for, or resulting from the Offeror's required performance. Price(s) must include all taxes required by the country in which the business operates. GSRO will not accept any additional taxes or charges after any resulting award.

Packaging:

The beneficiaries will receive a package containing various items, including climate-resilient seeds, organic fertilizers, and pesticides, all of which require specialized packaging. It is the responsibility of the Offeror to ensure that the packaging is designed to protect the items/products from damage, preserving their quality (e.g., maintaining seed germination viability for an extended period) and ensuring safe delivery to the beneficiaries. GSRO reserves the right to provide feedback on or reject the proposed packaging if it does not meet the required standards.

Delivery

The delivery of the climate-resilient seeds, organic fertilizers, and pesticides by the selected vendor will be made to the Pashtun Zarghon district, as planned in 5 villages (*names of villages will be determined in the contract*) with the coordination of the GSRO procurement team. GSRO's responsibility is to distribute the items for the beneficiaries in each village based on the predefined schedule which is shared in advanced with the Offeror.

Evaluation and Award

The award will be made to a responsible offeror whose offer follows the RFQ instructions:

1. meets the requirement of the evaluation

2. Obtains the minimum score (40 scores out of 60). The best offer based on the lowest price and technically acceptable will be selected among those offers that obtain at least 40 scores or more than that, out of 60 scores.

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed “non-responsive” and thereby disqualified from consideration. GSRO reserves the right to waive immaterial deficiencies at its discretion.

Please see below the evaluation criteria:

Evaluation Criteria		
Evaluation criteria Breakdown		Max Points
A.	Agribusiness/Agriculture: The vendor’s nature of business is agribusiness, and their principal focus of business is Agribusiness.	10
B.	Company tax clearance	15
C.	Proof of financial capability minimum 1 million AFN (Bank or Sarafi Statement)	15
D.	Experience. The vendor must have successfully implemented and delivered at least one contract for the supply of climate-resilient seeds, organic fertilizers, and pesticides.	10
E.	Business Reference. At least one business references must be provided by the vendor.	10
Total technical score		60%
Financial score		40%
Total technical and financial score		100%

Annexes:

Annex 1: Business Information, and Technical/Non-Cost Factors and Requirements,

Annex 2: List of Past Experience and Implemented Contract.

Annex 3: Business Reference Template.

Annex 4: Price/Cost Reasonableness Table.

Annex 5: Check List.

Annex 1: - Business Information, and Technical/Non-Cost Factors and Requirements

1.1. Business Detail Information:

Company Name as per Business License	
Company Address:	
Name of Company's Representative	
Authorized Representative's Email (If Available)	
Authorized Representative's Phone Number	
Official registration or business license number (include an update copy)	
Authorized Representative's Tazkira Number (include a copy)	

1.2. Technical/Non-Cost Factors and Requirements

No	Description / Question	Response
1	Business License: Valid Business License provided? Please write the expiration date.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Payment Term: Payment will be issued within 30 working days after the delivery/acceptance of goods, and receipt of signed invoice. Do you agree?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Payment Method: Payment will be transferred either through cheque or Bank to Bank (Wire Transfer). Do you agree?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Fixed Price: The price will be fixed. Do you understand and agree that no adjustments will be made after the contract is signed and or a purchase order is issued?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Validity of Bid Price? The bid must be valid for 60 days.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Quality: The bidders should be able to cooperate with the GSRO technical team during inquiries and sample supply for inspection. Samples will be retained for quality matching during actual supply.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Delivery Timeline: The vendor must be able to make the delivery possible within 5 days after the award. Do you agree?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Note: Please attach product details (Brand, weight, etc.) and clear pictures of the product itself and its packaging.

Annex 1: List of Past Experience and Implemented Contract: Please fill in the following information.

No	Name of company/organization	Type of contract	Date of Contracts	Quantity of Wire supplied	Contract Value AFN/USD
1					
2					
3					

Annex 2: Business Reference Template: Please provide business references in the following tables

REFERENCE 1	
INFORMATION REQUIRED	
Name and Address of Company	
Contact Name and Telephone Number	
Company or authorized person Email	
Details of Service Provided	
Value of Contract	
Duration of Contract	
Successfully Completed	

Annex 4: Price/Cost Reasonableness Table.

Total cost, assessment of overall price, and price reasonableness. Prices should represent fairness and reasonableness.

Please Indicate fixed costs and total cost in the categories given with transportation to the farmers. **Please provide your financial offer on your company letterhead signed and stamped.**

Items Description and Quantity				The Vendor Offered			
No	Item Description	Details/Specifications	Unit	Quantity	Picture	Unit Price in AFN	Total Price in AFN
1	Okra	<ul style="list-style-type: none"> ▪ Variety (Dutch Clemson Spineless) or equal ▪ 100% Purity ▪ More than 95% Germination ▪ Standard packaging with a technical label ▪ The seeds shall be divided into 50 packages ▪ Each package includes 4 Kg ▪ Guarantee letter (Certificate) shall be attached to the offer 	Kg	200	Print A4 Size Picture and attach to the offer		
2	Tomato	<ul style="list-style-type: none"> ▪ Variety (Indian Pearson) ▪ 100% Purity ▪ More than 95% Germination ▪ Standard packaging with a technical label ▪ The seeds shall be divided into 50 packages ▪ Each package includes 300 gr ▪ Guarantee letter (Certificate) shall be attached to the offer 	Kg	15	Print A4 Size Picture and attach to the offer		

3	Onion	<ul style="list-style-type: none"> ▪ Variety (Spanish yellow) ▪ 98% Purity ▪ More than 95% Germination ▪ Standard packaging with a technical label ▪ The seeds shall be divided into 50 packages ▪ Each package included 2.5 KG Guarantee letter (Certificate) shall be attached to the offer	Kg	125	Print A4 Size Picture and attach to the offer		
4	Organic Fertilizer	Brand: Zarkhiz or equal 50 packages with each sack 20 Kgr	Sack	150	Print A4 Size Picture and attach to the offer		
5	Pesticide	Brand: Duel produced by X-Green Company or equal With its container	Litter	300	Print A4 Size Picture and attach to the offer		

Total A (in AFN):

Packaging and Transportation Cost

No	Item Description	Location	Quantity	Number of Package	Price in AFN
1	Climate-resilient seeds	5 Villages of Pashtun Zarghon district	340 Kg	50 packages	
2	Organic Fertilizer		150 sacks (each sack 20 Kgr)	150 sacks	
3	Pesticides		300 Litter (with container)	300 bottles	

Total B (in AFN):

Total A + B (in AFN):

Note: The cost of packaging and transportation shall be stated cumulatively in a lump sum.

By signing below, I certify all information provided above is true and correct to the best of my knowledge:

Business Name:

Authorized Representative Name (print):

Authorized Representative Title (print)

Authorized Representative Signature:

Annex 5: Check List.

- Sign and stamp the RFQ document
 - Indicate the RFQ number in the subject line of your offers
 - Business license attached
 - Tazkera of the authorized person attached
 - Financial Offer (Annex 4) attached
 - List of references (Annex 2)
 - Experience list (Annex 1) attached
 - Tax Clearance attached
 - Proof of financial capability (Bank/Sarafi Statement Attached)
 - Company Information (Annex 1.1) attached
 - All documents are signed and stamped
 - General Terms and Conditions signed stamped
-
- Submitted the full package sealed in an envelope to GSRO Address: