# **REQUEST FOR QUOTATION**

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| **RFQ Reference: AF10/RFQ/24/0650** | **Date: 26\_ Nov\_ 2024** |
| **Subject of RFQ): Supply and Delivery of Construction Materials in Different Locations of Siori District of Zabul Province.** | |

International Organization for Migration kindly requests your quotation for the provision of the **goods**, works and/or services described in the RFQ submission form below.

When preparing your quotation, please be guided by the RFQ information below. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

## **RFQ INFORMATION**

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| **Deadline for the submission of quotation** | **12 Dec\_2024 at 11:00AM**  If any doubt exists as to the time zone in which the quotation should be submitted, refer to <http://www.timeanddate.com/worldclock/>. |
| **Participation in Site visit** | ☐ **Mandatory**  ☐ Not Mandatory  ☒ **Other:** Site visit is not mandatory, but those suppliers who did the site visit and share a brief report about the projects location it will be an advantage in the evaluation process, for conducting the site visit and exact location of the project the supplier can contact directly with the community member named in the site assessment report attached with this RFQ. |
| **Project Location** | 1. **Gazak Check Dam** 2. **Ado Village Stone Masonry Check Dam** 3. **Khwara Village Stone Masonry Check Dams** |
| **Supply and Delivery Time** | **Immediately after signing Contract / PO** |
| **Method of submission** | Quotation must be submitted as follows:  ☐ E-tendering  ☐ Email  **☒ Courier / Hand delivery**  ☐Other  **Bid submission address: Baron Hotel Compound, East of Airport, Hawashenasi Road, Kabul, Afghanistan.** |
| Bid Security  (Bank Guarantee) | A bid security, (2%)of the total bid amount must be included with the bid documents. If a bid security is not found in the bid documents, the offer will be rejected.  The bid security must be valid for minimum of 4 months, after the closing final date of this RFQ.  The bid security shall be rejected of the following conditions:   * If the bid security to be less than 2% of the bid amount. * If the bid security not properly singed and stamped in the original template of the Bank. * If the bid security is not original. * If the bid security is not valid for minimum of 4 months after bid validity period.   Unsuccessful bidders’ bid securities will be discharged/returned as promptly as possible but no later than minimum of 1 month, after the closing final date of this RFQ.  The bid security may be forfeited by IOM, and the bid rejected, in the event of any, or combination, of the following conditions:   * If the bidder withdraws its offer during the period of the bid validity specified, or; * In the event the successful bidder fails: * to sign the contract after IOM has issued an award; or   to reject the warranty, or other documents that IOM may require as a condition precedent to the effectivity of the contract that may be awarded to the bidder. |
| **Cost of preparation of quotation** | IOM shall not be responsible for any costs associated with a vendor’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process. |
| **Contractual Terms** | Any Purchase Order that will be issued as a result of this RFQ shall be subject to the IOM standard terms for provision of goods/services/transportation/medical services available at <https://www.iom.int/do-business-us-procurement> or IOM standard contract templates. |
| **Documents to be submitted** | Bidders shall include the following documents in their quotation:  ☒ This Request for Quotation all pages duly completed and signed  ☒ Financial Offer/BoQ duly completed and signed  ☒ **Other**:for the administrative evaluation, the supplier shall fill/sign and submit the following documents as an Annexes**.**   * Annex# 1: Technical Specs for Construction Stone, **Sign and Stamp** * Annex# 2: Technical Specs for Sand, **Sign and Stamp** * Annex# 3: BoQ/ Financial offer, duly completed, **Sign and Stamp** * Annex# 4: Technical Specs for Gravel, **Sign and Stamp** * Annex# 5: C150 Standard Specification for Portland Cement, **Sign and Stamp** * Annex# 6: Cherat Pakistani Cement Specification, **Sign and Stamp** * Annex# 7: Steel Bar Specification, **Sign and Stamp** * Annex# 8: Excavator Doosan 140 Specifications, **Sign and Stamp** * Annex# 9: Water Stoper Specification, **Sign and Stamp** * Annex# 10: Formwork Specifications, **Sign and Stamp** * Annex# 11-12 &13: Site Assessments Summary, **Sign and Stamp** * Annex# 14: Vendor Information Sheet * Annex # 15: UN Code of Conduct, **Sign and Stamp** * Technical Specifications Form, **Sign and Stamp** * Company Profile (Vendor Information Form)1**Sign and Stamp** * Bidder’s Declaration of Conformity2, **Sign and Stamp** * Submit Company Valid/Update Business License * RFQ all Pages and all annexes to be signed and stamped |
| **Quotation validity period** | Quotations shall remain valid for **120** calendar days from the deadline for the Submission of Quotation. |
| **Price** | Quotations shall be for the **goods**, works and/or services stated in the **Specification**/TOR/SOW |
| **Partial quotations** | **☒ Not permitted**  ☐ Permitted Insert conditions for partial bids and ensure that the requirements are properly listed in lots to allow partial bids |
| **Payment Terms** | ☒ Upon 100% successful delivery and acceptance of IOM  ☐ Other |
| **Payment Methods** | -Preferable bank transfer with no charges.  -Exceptionally on cash base payment (Issuance of Cheque) with subject to deduction of bank service fee or other charges equal to **2.09%** from the total amount of invoice and the payment shall be made in Kabul, the above charges are not fixed it may change. |
| **Clarifications** | Contact person for correspondence, notifications, and clarifications.  Contact person: IOM Kabul Procurement  E-mail address: iomkabulprocurement@iom.int  Requests for clarification from bidders will not be accepted any later than 2 days before the submission deadline. Responses to request for clarification will be communicated in written through email |
| **Evaluation method** | **☒ The contract will be awarded to the lowest price and substantially the offer specification and technical compliant.**  ☐ Other Click or tap here to enter text. |
| **Right not to accept any quotation** | IOM is not bound to accept any quotations, nor award a contract or purchase order |
| **Expected date for contract/PO award.** | **31.12 2024** |

Thank you and we look forward to receiving your quotation.

Released by: Procurement and Logistics Unit

IOM Afghanistan

Signature:

**QUOTATION SUBMISSION FORM**

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| --- | --- |
| RFQ Reference: AF10/RFQ/24/0650 | Date: |
| PR Number: N/A | |

**Financial Offer**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description of Works** | **UOM** | **Qty** | **Unit Price** | **Total Price** |
| **Please refer to the attached Annex 3 (Financial Offer / Bill of Quantity) fill it without arithmetic error** | | | | |

**Delivery Requirements**

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| --- | --- |
| **Completion Delivery Period** |  |
| **Delivery Terms (INCOTERMS 2020)** | Delivery At Place (DAP) |

**Requirements (SPECS/TOR/SOW)**

**Delivery Requirements:Supply and Delivery of Construction Materials in Different Districts locations of Zabul Province.**

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| --- | --- | --- | --- | --- |
| **No** | **Description** | **UOM** | **Qty** | **Technical Specs** |
| 1 | Mountain Stone: Supply of stone to the project site | m3 | 540 | Refer to the specification |
| 2 | Crashed or Clean River Sand for Mortar: Supply of sand to the site project | m3 | 215 | Refer to the specification |
| 3 | Gravel for RCC and filter under PCC:  Supply of crashed gravel to the project site | m3 | 5 | Refer to the specification |
| 4 | Ordinary Portland Cement: Supply of fresh and reliable brand of cement to the project site. | Bag | 1090 | Refer to the specification |
| 5 | Excavator Works for Excavation and Back filling | Hour | 40 | Refer to the specification |
| 6 | Mountain Stone: Supply of stone to the project site | m3 | 1608 | Refer to the specification |
| 7 | Crashed or Clean River Sand for Mortar: Supply of sand to the site project | m3 | 655 | Refer to the specification |
| 8 | Gravel for RCC and filter under PCC:  Supply of crashed gravel to the project site | m3 | 26 | Refer to the specification |
| 9 | Ordinary Portland Cement: Supply of fresh and reliable brand of cement to the project site. | Bag | 3455 | Refer to the specification |
| 10 | Water Stoper: Supply of water stoper to the project site. | m | 29 | Refer to the specification |
| 11 | Excavator Works for Excavation and Back filling | Hour | 41 | Refer to the specification |
| 12 | Mountain Stone: Supply of stone to the project site | m3 | 1559 | Refer to the specification |
| 13 | Crashed or Clean River Sand for Mortar: Supply of sand to the site project | m3 | 616 | Refer to the specification |
| 14 | Gravel for RCC and filter under PCC:  Supply of crashed gravel to the project site | m3 | 14 | Refer to the specification |
| 15 | Ordinary Portland Cement: Supply of fresh and reliable brand of cement to the project site. | Bag | 3150 | Refer to the specification |
| 16 | Water Stoper: Supply of water stoper to the project site. | m | 15 | Refer to the specification |
| 17 | Excavator Works for Excavation and Back filling | Hour | 50 | Refer to the specification |

**Note: The succeeding bidder bears the responsibility for delivering quantities of approved construction materials in compliance with the accepted plan, in consultation with the responsible IOM engineer, and to the emplacements specified by the responsible IOM engineer in each project site. Details of daily/weekly quantities for each set of delivery will be stipulatory to the conditions and requirements of construction project site.**

**Technical Specifications – Filling of this Form by Bidder is Mandatory**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of Bidder: | | Click or tap here to enter text. | | |
| RFQ reference: | | AF10/RFQ/24/0650 | | Date: Click or tap to enter a date. |
| **Bidder's Specifications/ Specifications Offered by the Company**  The Company Must Indicate the Compliance of the Goods/Construction Materials and Tools Offered with IOM Technical Specifications  **Note: Equivalent items are also acceptable provided that meets the same /equal specifications/requirements***.* | | | | |
| **#** | **IOM’S SPECIFICATIONS** | | **Either accept IOM specification or provide other specification, if difference:**  **یا مشخصات IOM رامی بپذیرید یا مشخصات دیگری را در صورت تفاوت ارائه نماید**  **Model NO: ..…………………………….**  **Country of Origin: ……………………...**  **Make: ……………………………………** | |
| **Please refer to the Technical Specifications, filled out it and include with your proposal** | | | | |

## **COMPANY PROFILE (Vendor Information Form)[[1]](#footnote-1)**

| **Item Description** | **Detail** |
| --- | --- |
| Legal name of bidder\* | Click or tap here to enter text. |
| Legal Address (house no, street name, zip code, city\*, region\*, country\*) | Click or tap here to enter text. |
| Website | Click or tap here to enter text. |
| Registration date\* and VAT number\* | Click or tap here to enter text. Click or tap here to enter text. |
| Legal structure | Choose an item. |
| Business type/industry category\* | ☐ Direct Producer/Manufacturing ☐ Reseller/Distributor/Service Provider |
| Are you a UNGM registered vendor? | ☐ Yes ☐ No  If yes, insert UNGM Vendor Number |
| Do you provide services/goods internationally? | ☐ Yes ☐ No  If no, in which country: Click or tap here to enter text. |
| Contact information\* | Company Tel/Mobile: Click or tap here to enter text.  Company Email: Click or tap here to enter text.  Company Website: Click or tap here to enter text.  Contact Person 1:Click or tap here to enter text.  Contact Person 2: Click or tap here to enter text. |
| Disability inclusive business\* | Yes  No |
| Women-owned/controlled\* | Yes  No |
| Bank Information | Bank Name: Click or tap here to enter text.  Bank Address: Click or tap here to enter text.  IBAN: Click or tap here to enter text.  SWIFT/BIC: Click or tap here to enter text.  Account Currency: Click or tap here to enter text.  Bank Account Number: Click or tap here to enter text.  Other relevant information: Click or tap here to enter text. |

**BIDDER’S DECLARATION OF CONFORMITY[[2]](#footnote-2)**

| **Yes** | **No** |  |
| --- | --- | --- |
|  |  | On behalf of the vendor, I hereby represent and warrant that neither the vendor, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor is financially sound and duly licensed. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor complies with all applicable laws, ordinances, rules and regulations. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor will in all circumstances act in the best interests of IOM. |
|  |  | On behalf of the vendor, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the vendor any direct or indirect benefit arising from the contract. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor has not misrepresented or concealed any material facts during the contracting process. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor will respect the legal status, privileges and immunities of IOM as an intergovernmental organization. |
|  |  | On behalf of the vendor, I further represent and warrant that neither the vendor nor any persons having powers of representation, decision-making or control over the vendor or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the “UN Sanctions List”) or are the subject of any sanctions or other temporary suspension. The vendor will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation. |
|  |  | On behalf of the vendor, I further represent and warrant that, the vendor will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest. |
|  |  | On behalf of the vendor, I further represent and warrant that the vendor undertakes to comply with the Code of Conduct, available at <https://www.ungm.org/Public/CodeOfConduct>. |
|  |  | It is the responsibility of the vendor to inform IOM immediately of any change to the information provided in this Declaration. |
|  |  | On behalf of the vendor, I certify that I am duly authorized to sign this Declaration and on behalf of the vendor I agree to abide by the terms of this Declaration for the duration of any contract entered into between the vendor and IOM. |
|  |  | IOM reserves the right to terminate any contract between IOM and the vendor, with immediate effect and without liability, in the event of any misrepresentation made by the vendor in this Declaration. |

Signature:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

1. If company did not registered in UNGM or with IOM. If supplied to IOM already, please indicate if there are any changes to be incorporated in the vendor information sheet signed earlier [↑](#footnote-ref-1)
2. This form is mandatory to fill in and sign by every vendor who submits quotation. [↑](#footnote-ref-2)