

# REQUEST FOR EXPRESSION OF INTEREST



11 December 2024

## REQUEST FOR EXPRESSION OF INTEREST (EOI)

Ref: WFP/AFG/SC/EOI/2024/11

### Provision of Air Courier and Custom Clearance Services for WFP's Food Commodities

Closing on 25 December 2024 at 23:59 hrs (Afghanistan Local Time)

#### **A. Background**

1. The United Nations World Food Programme (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience across the world.

#### **B. Objective**

2. WFP Afghanistan seeks reputable and legally registered service providers for Air Courier and Custom Clearance services.
3. This request for Expression of Interest (EOI) aims to identify qualified service providers to provide Air Courier and Custom Clearance services. WFP Afghanistan invites eligible service providers to express their interest in providing the requested services.

#### **C. Service Requirement**

4. Provision of Air Courier and Custom Clearance services for Shipment of food samples (e.g., cereals, pulses, edible oils, blended foods, sugar etc.) from Afghanistan to destination cities in different countries (to be confirmed later during the Launch of Request for Quotations) for laboratory testing.
5. This request for EOI is the initial step for the first stage for shortlisting.
6. After the deadline for submission of responses has passed, WFP will evaluate responses received and will notify eligible participants of the outcome of the evaluation.

#### **D. Eligibility Criteria**

7. The main evaluation criteria for shortlisting are as follows:
  - a. Relevant past experience (Minimum 3 years of experience in provision of Custom Clearance and Air Courier services)
  - b. Legal status to conduct the needful services (Valid business license etc.)
  - c. Financial status
  - d. Office presence in Afghanistan
  - e. Completed WFP Questionnaire with accompanying documentation (please contact WFP contracting unit at [kabul.logistics@wfp.org](mailto:kabul.logistics@wfp.org) to obtain the questionnaire).
  - f. Provision of Custom Clearing and other relevant Licenses to demonstrate legal permission to operate in intended area and equipment for safe delivery of food samples to proposed destinations.
  - g. Company profile.



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### E. How to prepare and submit your Expression of Interest

8. In order to participate in the pre-qualification exercise, companies are required to provide the following:
  - Letter of Expression of Interest with official letterhead
  - WFP Logistics Services Questionnaire
  - Supporting documents
    - Certificate of Incorporation
    - Business License and APRA License
    - Organisation Structure
    - Financial statements and audited book of accounts for the year 2022 & 2023
    - Reference from major clients (minimum five clients in the last three years)
  - Signatory by the authorized company representative and company stamp.

All documents should be presented in English and/or Dari and Pashtu.

9. All supporting documentation listed above shall be prepared in accordance with the instructions provided and sent by email to [kabul.logistics@wfp.org](mailto:kabul.logistics@wfp.org) all documents will be treated as strictly confidential and will not be made available to the public.
10. WFP will not consider incomplete or unsigned submissions as well as submissions after the stipulated deadline.
11. This request for EoI is not an invitation to tender nor does it imply automatic selection to WFP's shortlist. No rates/prices are required at this stage, and this invitation does not bind WFP to issue any tenders or contracts to the companies expressing their interest. Furthermore, WFP reserves the right to change or cancel this process or any of its requirements at any time during the process.
12. Any questions related to this expression of interest should be direct to:  
[kabul.logistics@wfp.org](mailto:kabul.logistics@wfp.org)
13. WFP does not charge any fee for companies to participate in the entire process.

Yours sincerely,

The United Nations World Food Programme  
Afghanistan Country Office



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### Description of Services required:

- The selected company will ensure timely pickup of samples from Kabul, Herat, Jalalabad, Kunduz, Kandahar, Faizabad and Mazar provinces of Afghanistan and ensure timely delivery of the samples to various global destinations.
- The selected company shall provide Customs clearance of the samples at origin (Afghanistan) and in the destination cities in different countries and will be responsible for delivering the samples to various cities. The specific delivery addresses within each country will be provided in the Request for Quotations (RFQ) at a later stage.
- The selected company will be required to handle the samples in proper manner, as the samples come with unique identifiers and need to be handled in appropriate manner for food testing.
- The food should be handled in leak proof and temper proof packaging.
- The selected company shall ensure proper preservation methods.
- The selected company shall ensure that perishable items need refrigeration or freezing, and non-perishable items need protection against contamination.
- The selected company shall ensure provision of temperature-controlled containers to prevent spoilage or degradation.
- The selected company shall ensure Real-time tracking systems and detailed reporting to monitor shipments for real-time visibility.
- The selected company shall ensure Compliance with Safety Standards and adherence to international air freight regulations and safety standards.

### NOTE

Companies can only participate in solicitations after completing their registration (free of charge) at the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)) or ACBAR.



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