



**THE WELFARE ASSOCIATION FOR THE DEVELOPMENT OF AFGHANISTAN (WADAN)  
REQUEST FOR QUOTATION**

**Provision of DDR Consumable Items on Monthly, Weekly, and Daily Bases**

**WARNING:**

Prospective Offerors, who have received this document from a source other than the WADAN, should immediately contact WADAN and provide their name and mailing address in order that amendments to the RFQ or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued to offerors via email.

**SYNOPSIS OF THE RFQ**

RFQ No.	WDN/DDR/2025-02
Issue Date	Dec 29, 2024
Title	Provision of DDR Consumable Items on Monthly, Weekly, and Daily Bases
Issuing Office	WADAN Operations Unit
Deadline for Receipt of Quotation	Quotations are due in Kabul no later than 4:00 PM local time on Jan 06, 2024. Submit the hard copies via the following address: House No. 4, Street 6 District 6, Opposite the Ministry of Commerce and Industry, Dar-ul-Aman Road, Kabul Afghanistan
Point of Contact	+93 70 570 3729
Anticipated Award Type	Purchase Order (PO) and Contract
Basis for Award	An award will be made based on the best value method. The award will be issued to the responsible and reasonable offeror, who provides the best value to WADAN and its client using a combination of technical and cost/price factors.

## **SUMMARY:**

WADAN is seeking quotations from registered companies specializing in logistical supplies. This initiative is part of the Colombo Plan Drug Advisory Program (CPDAP), funded by the U.S. Department of State's Bureau for International Narcotics and Law Enforcement Affairs (INL). WADAN operates residential and outpatient drug treatment centers for women, female adolescents, and children in the provinces of Kabul, Nangarhar, Farah, and Badakhshan. We aim to establish a 12-month logistical agreement with a selected vendor to supply the following items on a monthly, weekly, and daily basis: Stationery, Dry food, Top-up cards, Hygiene materials, Medicines, Fuel for vehicles and power generators, Utilities, Recreational items, educational materials, Food for store.

This agreement will support our ongoing efforts to provide comprehensive care and support to our beneficiaries.

## **MINIMUM ELIGIBILITY REQUIREMENTS FOR VENDORS FOR BID OPENING:**

To qualify for this RFQ, the vendor must:

- Hold a Valid Business License (Logistic).
- Successful Implementation of Similar Project (At least One Contract).
- Hold a valid Bank Account on License Name
- Accept all WADAN terms and conditions and provide all information as requested in Annex 1 of this RFQ.

## **TAXES:**

### **Withholding Tax on Subcontractor:**

- Government withholding Tax: Pursuant to Article 72 in the Afghanistan Tax law effective March 21, 2009.
- WADAN is required to withhold "contractor" taxes from the gross amount payable to all Afghan for-profit subcontractors/vendors with an aggregate amount of AFN 500,000.00 or greater and transfer this to the Ministry of Finance. In accordance with this requirement, WADAN shall withhold 2% tax from all gross invoices from subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce License. For subcontractors /vendors without active AISA or Ministry of Commerce license, WADAN shall withhold seven percent 7% "contractor" tax per current Afghanistan Tax law.

## **DISCLAIMERS AND PROTECTION CLAUSES:**

- WADAN may cancel the solicitation and not award and may reject any or all responses received.
- Insurance of solicitation does not constitute award commitment by WADAN.
- WADAN reserves the right to disqualify any offer based on the offeror's failure to follow solicitation instructions.
- WADAN will not compensate offerors for responses to solicitation and reserves the right to issue awards based on the initial evaluation of offers without further discussion.
- WADAN reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition
- WADAN will be contacting offerors to confirm the contact person and address and that the bid

wassubmitted from the solicitation

**CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:**

- a) The offeror certifies that--
  - o The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror, including but not limited to subsidiaries or other entities in which the offeror has any ownership or other interests, or any competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;
  - o The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror, including but not limited to subsidiaries or other entities in which the offeror has any ownership or other interests, or any competitor before bid opening or contract award (in the case of a negotiated or competitive solicitation) unless otherwise required by law; and
  - o No attempt has been made or will be made by the offeror to induce any other concern or individual to submit or not to submit an offer for the purpose of restricting competition or influencing the competitive environment.
  
- b) Each signature on the offer is considered to be a certification by the signatory that the signatory--
  - o Is the person in the offeror's organization responsible for determining the prices being offered in this bid, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
    - I. Has been authorized, in writing, to act as agent for the principals of the offeror in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above;
    - II. As an authorized agent does certify that the principals of the offeror have not participated, and will not participate, in any action contrary to subparagraphs (a) (1) through (a)(3) Above; and as an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.
  
- c) Offeror understands and agrees that --
  - o Violation of this certification will result in immediate disqualification from this solicitation without recourse and may result in disqualification from future solicitations; and
  - o Discovery of any violation after award to the offeror will result in the termination of the award for default.

**1. ITEMS SPECIFICATIONS AND PRICE:**

- a. The vendor should provide their prices for all items to the WADAN office at the beginning of each month. The WADAN office will then share a purchase order (PO) with the winning company for the required items.
- b. The following lists are required for the WADAN sub-offices in Badakhshan, Nangarhar, and Kabul

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Stationary</b>				
1	Toner (78A) good quality	Per item		
2	Toner (83A) good quality	Per item		
3	Toner (725) good quality	Per item		
4	Toner (85A) good quality	Per item		
5	Toner (49A) good quality	Per item		
6	Cartridge (12A) good quality	Per item		
7	Cartridge (435) good quality	Per item		
8	White papers 80 gr	Per item		
9	Piano pen good quality	Per item		
10	White papers 80 gr, good quality	Per item		
11	Glue Stick (non-toxic) good quality	Per item		
12	File Box, good quality	Per item		
13	Personal file for clients, good quality	Per item		
14	Hole punch, good quality	Per item		
15	Stapler, good quality	Per item		
16	Marker, good quality	Per item		
17	Highlighter, good quality	Per item		
18	Stapler remover, good quality	Per item		
19	Tape, good quality	Per item		
20	Pushpins, good quality	Per item		
21	Pencil, good quality	Per item		
22	Color Pencil, good quality	Per item		
23	Rober, good quality	Per item		
24	Pencil Sharpener, good quality	Per item		
25	Notebook 100 pages, good quality	Per item		
26	Drawing notebooks 60 Pages, good quality	Per item		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Top-up Cards</b>				
1	ROSHAN, 250-Top-up-cards (mobile credit cards)	250 cards		
2	AWCC, 250-Top-up-cards (mobile credit cards)	250 cards		
3	ETISALAT,250-Top-up-cards (mobile credit cards)	250 cards		
4	MTN, 250-Top-up-cards (mobile credit cards)	250 cards		
5	SALAAM, 250-Top-up-cards (mobile credit cards)	250 cards		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Hygiene materials</b>				
1	Washing powder, good quality	1 kg		
2	Soap, 125g, Good quality	Per Soap		
3	Acid, large size bottle, good quality	Per Bottle		
4	Hand wash liquid, large size, good quality	Per Bottle		
5	Dish wash liquid, 800 cc, good quality	Per Bottle		
6	Matches 1 pack (6)	1 Dozen		
7	Shampoo, 400 ml, good quality	Per Bottle		
8	Vaseline 350 gr, good quality	Per Bottle		
9	Toothpaste large size, good quality	Per Toothpaste		
10	Toothbrush, good quality	Per Toothbrush		
11	Room spray	Per Bottle		
12	Whiteness for cloths (سفید کننده)	Per Bottle		
13	Toilet paper	1 package (10)		
14	Tissue paper (100 sheets)	1 Package ((5)		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Type	Mg	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Medicines</b>						
1	Paracetamol	Tab	500mg	Per		
2	Ibuprofen	Tab	400mg	Per		

3	Diclofenac	Tab/Amp /Pom	75mg	Per		
4	Buscopan Plus	Tab	504mg	Per		
5	Levofloxacin	Tab	500mg	Per		
6	Metronidazole	Tab	400mg	Per		
7	Doxycycline	Cap	100mg	Per		
8	Amoxicillin	Cap	500mg	Per		
9	Ceftriaxone	Vial	1gm	Per		
10	Chloramphenecol+Dexamethasone	Drop	10ml	Per		
11	Kanadex(nyomycin+Dexamethasone)	Pomade		Per		
12	Amitriptyline	Tab	25mg	Per		
13	Fluoxetine	Cap	20mg	Per		
14	Alprazolam	Tab	0.5mg	Per		
15	Diazepam	Tab/Amp	10mg	Per		
16	Phenobarbital	Tab	100mg	Per		
17	Carbamazepine	Tab	200mg	Per		
18	Captopril	Tab	25mg	Per		
19	Amlodipine	Tab	5/10mg	Per		
20	Clonidine	Tab	0.1/0.2mg	Per		
21	Furosemide	Tab/Amp	40/80mg	Per		
22	Salbutamol / ventoline	Tab/ Syp/Inhaler	2/4mg	Per		
23	Montiget	Tab	5/10 mg	Per		
24	Metoclopramide	Tab/Amp	10mg	Per		
25	Omeprazole	Cap	20mg	Per		
26	Nosap	Tab/Amp	20.40mg	Per		
27	Antacid	Tab/Syp	500mg/200ml	Per		
28	Bisacodyl	Tab	5mg	Per		
29	Diphenoxylate+atropine(Lomotil)	Tab	2.5+0.025 mg	Per		
30	Nystatin	Tab/Drop	500000iu	Per		
31	Naloxone	Amp	0.4mg	Per		
32	Multi vitamin+ Mineral and Blood Tone	Cap/Tab		Per		
33	B1B6B12 and Becomplex	Tab/syp		Per		
34	Vitamin A	Cap	100000iu	Per		
35	Zinc sulphate	Tab	20mg	Per		
36	Ferrous sulfate+Folicacid	Tab	60+0.4mg	Per		
37	Glucose	Serum	500/1000	Per		

			ml			
38	Ringer	Serum	500/1000 ml	Per		
39	Mixed	Serum	500/1000 ml	Per		
40	Hydraline	Syp	120ml	Per		
41	Cosome E	Syp		Per		
42	Hydrocortisone	Vial	100mg	Per		
43	Dexamethasone	Amp	4mg	Per		
44	Tetracycline	ointment	1%	Per		
45	Canola	lv	20.22.24 G	Per		
46	Iv set	Set	22G	Per		
47	Syringe	Disposable	3.5.10 cc	Per		
48	Citralca	Syp	120ml	Per		
49	Antihumoroid	Ointment		Per		
50	Povidone-iodine	Sol	10%	Per		
51	Dettol	Sol		Per		
52	Sterile Gauze	Box	Small size	Per		
53	Lucopster	Role		Per		
54	Gloves	Box	Medium Size	Per		
55	Face mask	Box	50/B	Per		
Sub Total:						
2% Tax:						
Amount:						

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Fuels for Vehicle and power generators</b>				
1	Petrol (95) Good quality for vehicle	Per litter		
2	Dissell good quality	Per litter		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Utilities</b>				
1	Gass for kitchen, 1kg	1 KG		
2	Mineral water, 19 Liter bottle	Per 19-liter bottle		
3	Electrical Group	PC		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Recreational Items</b>				
1	Arts and Crafts Kit: Includes various art supplies like colored pencils, markers, crayons, paints, brushes, and craft materials for creative projects. Good quality	Per kit		
2	Outdoor Sports Kit: Contains items like a ball, frisbee, jump rope, and badminton set for outdoor play and physical activity, good quality.	Per kit		
3	Science Experiment Kit: Provides materials and instructions for fun and educational science experiments, fostering curiosity and learning.	Per kit		
4	Puzzle Kit: Consists of different types of puzzles, such as jigsaw puzzles, brain teasers, and logic puzzles, promoting problem-solving skills.	Per kit		
5	Cooking/Baking Kit: Contains child-friendly cooking utensils, recipes, and ingredients for kids to engage in safe and enjoyable cooking or baking activities.	Per kit		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Educational Materials</b>				



1	STEM (Science, Technology, Engineering, and Mathematics) Kit: Focuses on hands-on activities and experiments that promote learning in these subjects.	Per kit		
2	Reading and Writing Kit: Includes books, workbooks, and activities that enhance reading comprehension, vocabulary, and writing skills.	Per kit		
3	Math Kit: Provides math manipulatives, flashcards, and games to make learning math concepts more interactive and engaging.	Per kit		
4	Language Learning Kit: Offers resources such as flashcards, audio CDs, and books to help children learn a new language or improve their language skills.	Per kit		
5	Coding Kit: Introduces children to the basics of coding through interactive games and activities that develop logical thinking and problem-solving abilities	Per kit		
6	Geography Kit: Contains maps, globes, and geography-related activities to help children learn about countries, continents, and cultures.	Per kit		
7	Anatomy and Biology Kit: Includes models, charts, and educational materials to teach children about the human body and living organisms	Per kit		
Sub-Total:				
2% Tax:				
Net Amount:				

S No	Description of Items/Services	Unit/ Quantity	Unit Price AFN	Total Cost AFN
<b>Food for Store</b>				
1	Rice, good quality	1 KG		
2	Bean, good quality	1 KG		
3	Rice Shell	1 KG		
4	Pea (Nakhod)	1 KG		
5	Macaroni	1 KG		
6	Broth (Ash)	1 KG		
7	Sugar, good quality	1 KG		
8	Green Tea, good quality	1 KG		
9	Black tea, good quality	1 KG		
10	Oil 5, Liters good quality	5 Litter		
11	Milk, good quality	Carton		
12	Egg one pack (30 units)	One pack (30)		

13	Jam	Carton		
14	Tissue papers for bath rooms	Box		
15	Tissue paper for office	Box		
16	Milk cream	Carton		
16	Mash for rice	1 KG		
17	Seasonal Vegetable	1 KG		
18	Seasonal Fruit	1 KG		
19	Meat	1 KG		
20	Chickens	1 KG		
21	Salt, good quality	1 KG		
22	Spice Pot	1 KG		
23	Chickpea lentils (dahl nokhod)	1 KG		
24	Wood for heating	1 KG		
25	Yogurt	1 KG		
26	Tomato Rob	Big can		
27	Bread	PC		
28	Lentil, good quality	1 KG		
29	Cream, 200 ml, good quality	1 KG		
30	Cheese, good quality	1 KG		
31	Chocolate, Good quality	1 KG		
Sub-Total:				
2% Tax:				
Net Amount:				

Business Name:

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\_\_\_\_\_  
Authorized Representative Name

\_\_\_\_\_  
Authorized Representative Position

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Date

## EVALUATION CRITERIA

WADAN will evaluate applications based on the following criteria:

- Valid Business License: 10 Points
- Similar Experience: 30 Points
- Best Value for Money (Lowest Cost): 60 Points

### **Submission Guideline:**

All interested bidders should read the whole RFQ and submit their quotation accordingly. Interested bidders should submit their quotation Via Hard copy to the WADAN Main Office at the following address:

House No. 4, Street 6 District 6, Opposite Ministry of Commerce and Industry, Dar-ul-Aman Road, Kabul Afghanistan

Interested bidders are required to provide us with the below documents to be eligible for the initial bidding process.

- **A Valid Business license (Logistics).**
- **Bank Account on Company Name.**
- **Copy of at least one similar contract.**
- **Company/vendor TIN copy.**
- **National ID card (Tazkera) copy of the company president.**

### **Deadline**

The deadline for submission of quotations is Jan 06, 2024 – at 4:00 PM, Kabul time. Companies that did not submit their quotation by this deadline will not be considered.

**ANNEX 1 – VENDOR OFFER AND BUSINESS DETAIL INFORMATION:**

**1. VENDOR INFORMATION:**

Vendor Name Per Business License (Attach Business License)	
Contact Person & Phone Number	
Vendor Address	