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**Request for Quotations**

**For**

**Physiotherapy Equipment**

|  |  |
| --- | --- |
| RFQ Number | 02 NAC/KCO |
| RFQ Issue Date | **01,01,2025** |
| Question Date | 05,01,2025 |
| **Closing Date** | **15, 01, 2025** 4:00 Pm Kabul, Afghanistan Standard Time |
| Bid opening | 17, 01, 2025 Bids will be opened by Bid Opening Committee as per NAC standard |
| Contract signing date | 19,01,2025 |
| Delivery Date: | Based on Supplier quotation |

**Norwegian Afghanistan Committee, Kabul Main Office**

**Qala Fatullah House # 20, Street 5, Kabul Afghanistan**

1. **Introduction:**

**The Norwegian Afghanistan Committee (NAC)**

Norwegian Afghanistan Committee was established in 1980 as a member-based solidarity organization. The NAC is doing development and humanitarian work in Afghanistan and information and advocacy in Norway. Through our focus on rural development (education, agriculture and sustainable economic development, civil society, governance, and health), disaster risk reduction and management, and the education of female health care providers, we strive to improve the quality of life of Afghanis in rural and remote communities. The aim of the NAC is to contribute to the development of an Afghanistan free of poverty where equality, democracy, human rights and respect for diversity serve as the basis for political action and development.

1. **Summary of acquisition:**

NAC (Norwegian Afghanistan Committee) is seeking qualified vendors to provide Physiotherapy equipment and materials the below mentioned to NAC Main office Kabul. All interested bidders who have similar experience in the supply of the above-mentioned **Physiotherapy equipment and materials** are invited to bid.

1. **Scope of work/Specification:**

The selected vendor shall supply and deliver the **Physiotherapy equipment and materials based on specification** to the below-mentioned NAC main office Kabul.

1. **RFQ Base**

* Subcontracting any components of the contracts to third parties is not allowed
* Each page of the RFQ document must be stamped by the bidder. The declaration of eligibility form is required to be completed, signed, and stamped. Non-compliance with this requirement may lead to disqualification
* All proposals must be submitted in compliance with the RFQ documents, which encompass the technical specifications, bill of quantities, and/or activity schedule, as well as the draft contract intended for signing with the successful bidder
* All applicants will be provided with the same set of documents. No applicant is permitted to add, remove, or alter any specifications, terms, or conditions on the original documents. If supplier has different ToR and schedule, this should be written in the supplier pad.
* Bids shall be made in writing calculated in Afghani currency (AFN) only as clearly stated on the appropriate forms. Any foreign currency will convert first to AFN then it will be considered under financial comparison. The date for converting foreign currencies to AFN will be based on the closing date/deadline for submitting offer and will be calculated based on the DE AFGHANISTAN BANK exchange rate
* All unit prices must include all taxes, compulsory payments, levies and duties
* Any arithmetic errors will be rectified in accordance with the NAC Procurement Manual as outlined below.:
* In the event of a discrepancy between the unit price and the total for a line item, the unit price will take precedence, and the line-item total will be adjusted accordingly. It is important to note that vendors are not permitted to alter prices during the evaluation process.

# Late Bids

All Bids received after the RFQ closure will be rejected.

1. **Bid Opening: Bids** will be opened by Bid opening committee as per NAC standard. The committee will check and review the quotations for sale, on time submission and confirm that there are no changes to the terms or any calculation mistakes, ensuring that the documents meet the criteria specified in the RFQ documents listed below.
2. **Technical Evaluation:** All quotations will be evaluated based on the technical criteria outlined in the RFQ documents. Bidders who do not meet the minimum technical requirements will be disqualified and will not be considered for further process stage.
3. **Selection of Tender:** The successful bidder will be chosen based on the ranking of companies according to their financial proposals, following the completion of all technical criteria. Among the qualified bids, the one with the lowest price will be selected.
4. **Bid Security:** Not Applicable
5. **Performance Security:** Not Applicable
6. **Retention Money:** Not Applicable
7. **Packing:**

The supplier will be responsible for ensuring that all goods are packed according to standard packing practices. This includes using appropriate materials and methods to protect the products from damage during transportation

1. **Delivery Location:**

Supplier will be responsible for delivery of the contracted goods and services to:

* NAC Main office Kabul

1. **Delivery Schedule:** Supplier will deliver all **Physiotherapy equipment** **and materials** to the above-mentioned location ASAP after signing the contract.
2. **Bid Validation:**

Each bid shall be valid for the period of 90 days from its date of submission.

1. **Delivery time and Penalty:** The period of performance and delivery for this procurement will be based on the supplier quotation starting from the day supplier signs the Purchase Order. In case of late supply, each working day delay will be deducted@0.05% from the contract total amount (Week = 5 working days). If the supplier delays by 20 working days or if the sum of penalty reaches 1%, NAC reserves the full right to terminate the contract and forfeit the entire performance guarantee without having obligation of any kind to supplier
2. **Payment Term:** The supplier will be paid through wire transfer or check after satisfactory delivery of products specified above and technical confirmation by the related department. (No advance payment to the vendors).
3. **Bank Guarantee:** The NAC procurement policy mandates that the successful supplier must furnish a bank guarantee between 5% and 10% of the contract value, starting at USD 50,001 and above, to affirm their commitment to NAC. This bank guarantee is available through the National Procurement Authority (NPA).
4. **Tax Deduction**: NAC will deduct all applicable taxes (2% or 7%) from contractor’s payment, based on the Afghanistan tax law article 72. Bidders must consider all applicable taxes in their unit price before submitting the final offer
5. **Payment Schedule:** Supplier will be paid for complete and successful deliverywithin 5-15 days
6. **Terms of Contract:**

* Your quotation will be accepted, and payment will be proceeding as per your business title.
* NAC reserves the right to cancel this process without further notice to the vendors.
* NAC reserves the right to vary the quantity of goods, by up to a maximum of thirty Percent of the total offer, without any change in the unit price or other terms and conditions.
* Please be informed that NAC is not bound to accept any quotation, nor award a contract or purchase order, nor be responsible for any cost associated with a suppliers’ preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
* NAC encourages every prospective supplier to prevent and avoid conflicts of interest, by disclosing to NAC if you, or any of you affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFQ.
* NAC implements a zero tolerance on fraud and other prescribed practices, and is committed to preventing, identifying and addressing all such acts and practices against NAC.

1. **Submission of offers:**

The sealed quotations should be submitted on or before 15/01/2025 at 16:00 (Kabul Time) to the following addresses:

Norwegian Afghanistan Committee, Kabul Office, Qala Fatullah # 20, House # Street 5, Kabul Afghanistan.

1. **Required documents along with the quotation:**
2. Valid registration certificates /TIN
3. Company Bank Account
4. Self-declaration that you are not in any excluded or blacklist parties/vendors/suppliers.
5. Completed and signed the declaration for vendors - child labor 2014-03 (Can be found at NAC Webpage, procurement portal).
6. NAC Vendor Registration Form should be filled
7. **List of Items (BoQ):**

List of Items attached as Annex to this document.

1. **Seeking Clarification:** If there is a need for clarification in regard to this RFQ, please raise your concern to NAC Procurement Unit via [procurement@nacaf.org](mailto:procurement@nacaf.org) at the given deadline in the RFQ. Please make sure the RFQ number is quoted in the subject line of your email. Kindly refrain from any telephonic or face-to-face communications

# ITB Documents

This RFQ contains the following:

1. This covering Letter
2. Annex: NAC Bid Form (Technical bid)
3. Annex: NAC Bid Form (Financial bid)-
4. Annex: Tender and Contract Award Acknowledgment Certificate
5. Annex: NAC General Conditions of Contract
6. Annex: NAC Supplier Code of Conduct
7. Annex E: Supplier Profile and Registration

**Thank you and we look forward to receiving your quotation.**



**Office: KCO**

To: All Interested

From: NAC Procurement section

**Request for Quotations (RFQ)**

**Bill of Quantity**

RFQ No:02

Date: 01/ 01 /2025

Title: **Physiotherapy equipment and materials** based on the specification below in the RFQ. Please sign and stamp all the announcement documents before you submit the offer to the NAC office. All the enveloped offers should be sealed and stamped. NAC did not accept the open offers and no-stamp envelopes.

NAC (Norwegian Afghanistan Committee) invites you to submit your quotation for supplying of the Physiotherapy equipment material

1. Physiotherapy equipment and materials will be selected by NAC technical team.
2. For Physiotherapy equipment and materials, a selected supplier will provide based on the specification
3. Quotations must be submitted to the NAC RFQ letterhead, except that it will not be considered.

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| S. No | Items Description | Specifications | Unit | Quantity | Unit Price AFN | Total price AFN | |
| 1 | Ankle braces | Irani, TTEB & SANAT | Pair | 58 |  |  | |
| 2 | Arch pad | Irani, TEB & SANAT | Pair | 51 |  |  | |
| 3 | Ball for finger exercise | Taiwan for finger exercise Physio Shop silicon | Piece | 8 |  |  | |
| 4 | Battery for TENS | 1.5 V, USA Energizer | Pair | 80 |  |  | |
| 5 | Battery for TENS | 9 V, USA Energizer | Piece | 65 |  |  | |
| 6 | Bed sheets | Hospital Bed Sheet 38”X84” Pakistan JJ Fabric | Sheet | 10 |  |  | |
| 7 | Biofeedback | Hospital  Japanize or Korean access health stabilizer Chattanooga | Stand | 2 |  |  | |
| 8 | Cervical collar | Hard, Irani, TTEB & SANAT | Piece | 25 |  |  | |
| 9 | Cervical collar soft | Soft, Irani, TTEB & SANAT | Piece | 25 |  |  | |
| 10 | Cervical Traction | Irani (Teb and Sanat Brand), is set on wall | Stand | 2 |  |  | |
| 11 | Cotton | 200 gr Pakistanis Surgitex | Roll | 5 |  |  | |
| 12 | Crepe bandage | 10 cmx 1.5m unstarched BSN | Roll | 150 |  |  | |
| 13 | Crepe bandage | 15 cmx 1.5m unstarched BSN | Roll | 120 |  |  | |
| 14 | Crepe bandage | 7.5cm X1.6m unstarched BSN | Roll | 150 |  |  | |
| 15 | Crepe bandage | 5cm X1.6m unstarched BSN | Roll | 200 |  |  | |
| 16 | Elastic Bandage | Heavy, 10 cm ,4.5 m Pakistan BSN | Roll | 78 |  |  | |
| 17 | Elastic Bandage | Heavy, 7 cm ,4.5 m Pakistan BSN | Roll | 118 |  |  | |
| 18 | Elastic Bandage | Heavy, 15cm ,4.5 m Pakistan BSN | Roll | 40 |  |  | |
| 19 | Elastic Bandage | Elastic Bandage Heavy, 7cm, Irani, TEB & SANAT | Roll | 0 |  |  | |
| 20 | Electrical POP cutter | Hospital size DEWALT Germany | Stand | 3 |  |  | |
| 21 | EMLA anesthetic Cream | Cream UK 5% 5g | Tub | 52 |  |  | |
| 22 | Fiber glass, | 6-inch BSN Karachi | Roll | 43 |  |  | |
| 23 | Fiber glass, | 4-inch BSN Karachi | Roll | 20 |  |  | |
| 24 | Gimbal, China | Anti blast 50 cm Live up | Piece | 1 |  |  | |
| 25 | Gimbal, China | Anti blast 75 cm Live up | Piece | 1 |  |  | |
| 26 | Gimbal, China | Anti blast 95 cm Live up | Piece | 10 |  |  | |
| 27 | Gloves, | Sanwell Medical | Pair | 270 |  |  | |
| 28 | Gypsona | Pakistan Karachi BSN 3 inch | Roll | 1680 |  |  | |
| 29 | Gypsona, | Pakistan Karachi BSN 4 inch | Roll | 1380 |  |  | |
| 30 | Gypsona, | Pakistan Karachi BSN6inch | Roll | 1880 |  |  | |
| 31 | Handspring | Irani with finger spring Live up | Pair | 10 |  |  | |
| 32 | Heal pad | Irani, TEB & SANAT | Pair | 41 |  |  | |
| 33 | Hot water bottle | China with cloths cover and best quality China Rubber Hot Water Bottle | Piece | 46 |  |  | |
| 34 | Hot pack | One set with 4 pieces included Back, Knee, Shoulder, and cervical, Irani | Set | 8 |  |  | |
| 35 | Hydrocollator | Irani Stainless steel hybrid (Gas and electrical) | Stand | 1 |  |  | |
| 36 | Infra lamp | with stand Irani 500 W N Tech Floor Mounted Health care Infrared Lamp, | Stand | 2 |  |  | |
| 37 | Interferential | 520 P Novin company with 2 years warranty and 10 years after salles services | Stand | 2 |  |  | |
| 38 | kinesiology | Kinesio Tax Classic kinesiology tape Korean black and blue Walmart type pin, | Roll | 100 |  |  | |
| 39 | Knee brace | Nawid Sehat Brand different size | Pair | 69 |  |  | |
| 40 | Knife cutter | ALUMINIST Handal Japan | Piece | 6 |  |  | |
| 41 | Laser Therapy Unit | Portable Laser Therapy Unit 19500.00 China COZONG | Stand | 3 |  |  | |
| 42 | Leucoplast tap | Skin plaster Pakistani (perfect) or BSN company | Role | 15 |  |  | |
| 43 | Lumber belt | TEB & SANAT different size (medium, Large) | Piece | 200 |  |  | |
| 44 | Pad for TENS | 240 Z, 240 Z Mod Japanese | Pair | 3 |  |  | |
| 45 | Pad for TENS | 320, Mod Japanese | Pair | 10 |  |  | |
| 46 | Massager | Thrive 717w Japanese | Stand | 1 |  |  | |
| 47 | Olive oil | Mundial 175ml Italy | Can | 100 |  |  | |
| 48 | Physio med Rigid Tape | Physio MEd adhesive plaster Physio supplies Med SPT Tape 50mm x 13.7m - 6 Rolls and (3.8cm W X 13.7m) Patterson Rolyan | Role | 75 |  |  | |
| 49 | Pomade multigenic | Pomade multigenic , Multigenic 35g Pakistan | Tub | 160 |  |  | |
| 50 | Pyodine | Pakistanis Solution10% 450ml SEHAT | Bottle | 10 |  |  | |
| 51 | POP scissor | Pakistanis Pakistan Leeboard company standard size | Piece | 2 |  |  | |
| 52 | Shoulder Spring | Taiwan Standard with finger spring | Piece | 10 |  |  | |
| 53 | Soft ban cotton | Cotton 5cm, Germany BSN 5 Cm | Roll | 380 |  |  | |
| 54 | Soft ban cotton | Cotton 10cm, Germany BSN 10 Cm | Roll | 390 |  |  | |
| 55 | Splint for Hallux Valgus | Foot Care Toe Bunion Splint Corrector Orthopedic Braces | Piece | 33 |  |  | |
| 56 | Sponge wage | Standard Pakistan Pak Soft sponge (Small Medium big size) | Piece | 2 |  |  | |
| 57 | TENS | TENS 320 Japan ITO or Novine Irani | Stand | 2 |  |  | |
| 58 | Talcum powder, | 120g Yardley London England mad | Bottle | 15 |  |  | |
| 59 | Thera band | Rubber for excesses, resistance Band 1.5-meter pack, MSD-Band | Roll | 38 |  |  | |
| 60 | Timer | Timer, Germany digital Isola | Stand | 2 |  |  | |
| 61 | Towel | Big size best quality 70X50 Cm BUYON Pakistan | Sheet | 25 |  |  | |
| 62 | Towel | Small size best quality 60X 40 cm BUYON Pakistan | Sheet | 20 |  |  | |
| 63 | Toys | China best quality with smooth plastic | Piece | 6 |  |  | |
| 64 | Traction Belts | Taiwan EVERYWAY MEDICAL INSTRUMEN | Sheet | 1 |  |  | |
| 65 | Twist Multifunctional Stepper | (Japanese) or Taiwan Live up | Stand | 4 |  |  | |
| 66 | Ultrasound physiotherapy | 215 P Novin company | Stand | 1 |  |  | |
| 67 | Ultrasound physiotherapy | Portable Handle Ultrasound, Oceanus brand" | Stand | 6 |  |  | |
| 68 | Gel | Canadian five liters Aquasonic | Bottle | 6 |  |  | |
| 69 | Wax for exercise | Putty, Therapy Putty (Putty) Shop.USA.PK | Can | 14 |  |  | |
| 70 | Wire for TENS | 320 ITOES Mod Japanese | Pair | 8 |  |  | |
| 71 | Wrist brace with metal splint, | Small 20% Medium 40%, Large 40 %size Pakistan (perfect) | Pair | 41 |  |  | |
|  | **Total Price including Government Tax** | | | | | |  |

**Terms and Conditions:**

The Quotations must be at NAC Kabul Office with the RFQ Referencing number, not later than 15 /01 /2025 at 4:00 pm Kabul time

1. NAC will inform the bidders of the results of the bidding after a considerable time from the bid closing date.

2. Any clarifications required concerning the table of the terms and conditions stated in this RFQ should be addressed to the

NAC prior to the submission of the RFQ on the closing date.

3. Any RFQ that has white out on the document will be excluded from the bidding. Please cross out and initial any error.

**Note:**

The following terms and conditions are to be considered strictly, while offering quotation.

|  |  |  |
| --- | --- | --- |
| 1. | Delivery Period in Days | ……………………………… |
| 2. | Terms of Delivery | ……………………………………………………………………… |
| 3. | Terms of Warranty | ……………………………………………………………………… |
| 4. | Validity of Quotations (Date) | / / |
| 5. | Due pay or undue (Terms of payment) | ……………………………………………………………………… |
| 6. | After sell service | ……………………………………………………………………… |

Offer or: --------------------------------------------------------------------------------------------------------------------------- Title: --------------------------------------------------------------------------------------------------- Signature & Stamp:--------------------

Contact Number: ـــــــــــــــــــــــــــــــــــــــــ

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