



Medair Afghanistan

RFQ – Prefabricated Containers Conex for Uruzgan BHCs

RFQ: RFX-2024-0000988 – Supply Delivery and Installation of Portable Prefab Container Conex– Medair Uruzgan Project

Medair within its humanitarian programs implemented in Afghanistan wishes to invite qualified Suppliers to submit quotations for supply delivery and Installation of Prefab Portable Conex and related accessories for Talani, Durshanak and Usmanzai BHCs in Uruzgan Province. Medair plans to purchase these Prefab Conex from a selected supplier(s) identified through a competitive and transparent procurement process.

Eligibility Criteria: The Supplier should be familiar with the mentioned areas and being Kandahar/ Uruzgan Province based supplier is **advantage**. Interested Suppliers should submit detailed quotations, including required documentation, no later than **12th Jan 2025**, by email, with the subject heading; “**RFQ: RFX-2024-0000988 – Supply Delivery and Installation of Portable prefab Conex and accessories for Medair’s humanitarian Project activities in Uruzgan Province**” to: tenders-afg@medair.org

For any inquiries related to this quotation, please send an email to tenders-afg@medair.org , before, **9th Jan 2025**.

Medair intends to sign a supply agreement with selected supplier(s) before 15th Jan 2025!

Medair Afghanistan

RFQ – Prefabricated Containers Conex for Uruzgan BHCs

*******MEDAIR ETHICAL AND BUSINESS CONDUCT STATEMENT *******

- Medair is committed to integrity in procurement, and only selects suppliers/service providers/contractors/consultants based on objective business criteria such as price and technical merit. Medair expects vendors to comply with our Standards of Business Conduct, available at <https://www.medair.org/accountability/>.
- Medair does not tolerate fraud, collusion among bidders, or falsified proposals or bids. Any firm or individual violating these standards will be disqualified from this procurement and barred from future procurement opportunities. In addition, Medair will inform its donors of any bidder offers of money, commissions, or gifts to obtain business/contracts.
- Employees and agents of Medair are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, or object of value from current or potential vendors or suppliers in exchange for or as a reward for business.
- Bidders responding to this RFQ must disclose and include the following information as part of the quotation submission: Close, familial, or financial relationships with Medair or project staff. For example, if a bidder's cousin is employed by Medair, the bidder must state this.
- The Bidder certifies that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other bidders or competitor or sought help from Medair employees for the purpose of restricting competition or gaining advantage over other bidders.
- Please contact tenders-afg@medair.org with any questions or concerns regarding the above information or to report any potential violations.
- **For any potential violations and suspected or confirmed incidences of Fraudulent practices, please report directly to Medair General Headquarters (GSO), based in Lausanne, Switzerland by sending an email to notify@medair.org. Your communication/complaints or evidence will be handled/treated with uttermost confidentiality.**

- برای هرگونه تخلف احتمالی و وقایعات مشکوک و یا تایید شده لطفاً نمود مستقیماً به دفتر عمومی میدایر (GSO) واقع در لوزان سوئیس به ایمیل آدرس ذکر شده notify@medair.org گزارش دهید ارتباطات/شکایات ها یا شواهد شما با نهایت محرمانیت برخورد و رسیدگی خواهد شد.

Medair Afghanistan

RFQ – Prefabricated Containers Conex for Uruzgan BHCs

Specific Rules and Conditions for this RFQ

- Any participating Bidder must be legally licensed and registered in Afghanistan!
- Any quotation submitted after the deadline will not be considered!
- This is not a tender, hence no open tender meeting will be held. Medair will contact only short-listed Bidders!
- Medair reserves the right to choose a Contractor based on specific factors including but not limited to ; best price, quality, reliability and past experience among others.
- **For this RFQ, the bid analysis will be processed in 2 Phases;**
 - **The 1st Phase will involve Pre-Bid evaluation where all bids received will be subjected to a 12 point based screening criteria.**
 - **Any bidder scoring 70% and above will be considered for 2nd Phase bid valuation to determine a winner(s). Under the Second Phase, the main selection criteria will be based on the following factors : Validity and Authenticity of Company Registration documents, Unit Price, Quality of the products, Brand/Country of Origin, Evidence of Physical presence, previous experience of supplying similar Conex products to NGOs/UN institutions in Afghanistan.**
- According to requirements Medair reserves the right to accept or reject any quotation or cancel the process without any obligation to inform the affected or interested Contractor without giving reasons for acceptance, rejection or cancellation.
- Medair reserves the right to split the offer in to different lots and to award contracts to multiple qualified Suppliers.
- All Medair and its Donor terms, conditions and policies must be accepted by the Suppliers.
- Medair will not cover any cost related to the creation and submission of the Quotation, regardless of the result.
- Medair expects Supplier(s) with whom it partners with to follow ethical business practices and be socially accountable. Those expectations are set out in Medair's Code of Ethics, which, along with the associated policies are available on Medair's website at <https://www.medair.org/accountability/> , and are subject to periodic updates.
- Afghanistan Government regulations require Medair to upload all relevant information, including copies of signed contracts, to the government database known as TAIS. The Contractor should be in agreement with this requirement.
- Payment within 30 days after submitting Appropriate Invoice to Medair office.
- Medair is obliged by the Government of Afghanistan to pay Withholding Tax on behalf of supplier if a single invoice exceeds 50,000 AFA or if the total amount spent with one Contract within one calendar year will extend 50,000 AFA.

Medair Afghanistan

RFQ – Prefabricated Containers Conex for Uruzgan BHCs

For all Supplier who are registered and have a TIN and business license, Medair will submit on the Supplier's behalf 2% tax to the Government.

For all Supplier who aren't registered and don't have a TIN and business license, Medair will submit on the Supplier's behalf 7% tax to the Government.

How the TAX is calculated:

- a. *Invoice amount 100% - 2% withholding tax = 98% payable to Supplier (in case TIN and business license are available)*
- b. *Invoice amount 100% - 7% withholding tax = 93% payable to Supplier (in case TIN and business license are not available)*



each life matters

Medair Afghanistan RFQ – Prefabricated Containers Conex for Uruzgan BHCs

Suppliers Details

- 1. Company Name _____
- 2. Company Owner Name _____
- 3. Company Authorized Representative Name _____
- 4. Tazkira number _____
- 5. Company Registration No _____
- 6. Company Specialization _____
- 7. Business Address

- 8. Contact Numbers Mobile No: _____
- 9. E-mail Address _____

I certify that I have read and understood the Medair’s Specific Rules & Condition above and Medair Code of Ethics.

I further certify that the above-mentioned company has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, any Contracts.

Name: _____

Date: _____

Signature and Stamp: _____



each life matters

Medair Afghanistan RFQ – Prefabricated Containers Conex for Uruzgan BHCs

Costing (currency should be AFN)

Please fill all sections of the Table below

N°	Item Description	Qty	Unit	Unit Price (inc. 2% tax)	Total Price	Delivery Leadtime (days)
1	Portable prefab 21x9 feet length with Conex container made of container-grade iron, having PVC materials for effective insulation against heat and cold and 30% slope ceiling waterproof. The container supply cost is considered along with the Container cost, and the supplier needs to transfer/install it in Talani BHC UZG.	1	Piece			
2	Portable prefab 21x9 feet length with Conex container made of container grade iron, having PVC materials for effective insulation against heat and cold and 30% slope ceiling waterproof. The container supply cost is considered along with the Container cost, and the supplier needs to transfer/install it, one in Usmanzai and three in Dorshanak BHC at Dehrawud district UZG.	4	Piece			
3	2% Gov Tax					
4	Total Cost Including Transportation cost					



Medair Afghanistan

RFQ – Prefabricated Containers Conex for Uruzgan BHCs

Please Note: Selected Supplier will be required to deliver the products to Medair Project offices located in Talani and Derawood Districts, Uruzgan Province. The Products will be inspected by Medair Technical team before dispatch.

Submit your Quotations with copies of the following DOCUMENTS

- Duly completed, Signed and stamped RFQ document (this document),
- Medair Supplier Registration Form duly completed, signed, and stamped,
- Copy of Valid Business License for operation in Afghanistan,
- Copy of Tax Identification Number (TIN) Certificate / Tax card,
- Personnel national ID document (Tazkira) of the company owner,
- Company profile,
- A document containing Names, addresses, & telephone numbers of two organizations the Supplier has supplied similar products in the past.
- 2 copies of Contracts/Agreements/ Purchase Orders as evidence of providing similar products/installation services to other NGOs in Afghanistan.



each life matters

Medair Afghanistan RFQ – Prefabricated Containers Conex for Uruzgan BHCs

Contractor Remarks

Contractor Terms and Conditions

1. Validity of the offer (3 month minimum) _____

2. Number of days needed to deliver the Conex to the destination once Agreement is signed. _____

3. Payment mode (Cash, Cheque, Bank transfer) _____

Note! If the payment term is cash payment, Medair will deduct 4% commission charges of the payable amounts!