



*each life matters*

**Medair Afghanistan  
RFQ for Supply of L-62 Grade A Diesel Fuel to Medair  
Kabul Office  
RFX-2024-0000992**

**RFQ: RFX-2024-0000992- Diesel Fuel for Medair Kabul office Base Generator**

Medair within its humanitarian programs implemented in Afghanistan wishes to invite qualified Suppliers to submit quotations for the supply to be undertaken within Medair's supported Kabul office Base in Kabul Province. Medair plans to enter into agreement with successful Supplier(s) identified through a competitive and transparent procurement process.

The required Diesel Fuel for Kabul office, in PD 10<sup>th</sup> Shahr-e-now, behind Shahr-e-now weeding Hall **Kabul Province**.

**Considerations will be given to Suppliers who have experience in Supplying in Kabul Province and have a good understanding (NGOs) Fuel purchasing request.**

**The Supplier(s) shall be required to supply good quality Turkmenistan L-62 Grad (A) Diesel Fuel**

Interested Suppliers should submit detailed quotations, including required documentation, no later than **12th Jan 2025, by email**, with the subject heading; "**RFQ:RFX-2024-0000992- Request for Quotation Turkmenistan L-62 Grad (A) Diesel Fuel – to Medair Kabul office Base Kabul Province**" **to [tenders-afg@medair.org](mailto:tenders-afg@medair.org)**

For any inquiries related to this quotation, please send an email to **[tenders-afg@medair.org](mailto:tenders-afg@medair.org)**, before **10<sup>th</sup> January 2025**.

**Medair intends to sign a Service Contract with a successful bidder by 15th January 2025!**



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**Please read the general Terms & Conditions document for more requirements and information!**

Specific rules and Conditions for this procurement:

- Any participating Supplier must be legally fuel licensed and Ministry of petroleum registered in Afghanistan !
- Any quotation submitted after the dead line will not be considered!
- This is not a tender and no open tender meeting will be held. Medair will contact only short-listed Supplier
- Medair will reserve its right to choose a Supplier not depending only the lowest price, the quality and reliability will be considered too.
- For this procurement « best value for money » is the main selection criteria
- According to requirements Medair reserves the right to accept or reject any or quotation or cancel the process without any obligation to inform the affected interested Supplier about reasoning for acceptance, rejection or cancellation.
- Medair reserves the right to split the offer into different lots and to award contracts to multiple Supplier.
- All Medair and its Donor terms, conditions and policies must be accepted by the Supplier.
- Medair will not cover any cost related to the creation and submission of the Quotation, regardless the result.
- Medair expects Supplier with whom it partners 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 available on Medair's website at <https://www.medair.org/accountability/> , and are subject to periodic updates.
- The quote shall be minimum valid for 90 days after submission date
- Monthly payment 30 days after Invoice
- Payment by cash or bank payment, bank payment is preferred (for cash payment Medair will deduct 4% commission fee from the payable amount)
- Medair is obliged by the Government of Afghanistan to pay income TAX on behalf of supplier if a single invoice exceeds 50 000 AFA or if the total amount spend with one Contractor within one calendar year will extend 50 000 AFA.  
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.



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**Supplier Details**

- 1. Company Name \_\_\_\_\_
- 2. Company Authorized Representative Name \_\_\_\_\_
- 3. Tazkera number \_\_\_\_\_
- 4. **Petroleum Business license number and expiry date** \_\_\_\_\_
- 5. Company Specialization \_\_\_\_\_
- 6. Business Address \_\_\_\_\_  
\_\_\_\_\_
- 7. Contact Numbers \_\_\_\_\_
- 8. E-mail Address \_\_\_\_\_

I certify that I have read and understood the Medair Terms & Condition and the 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: \_\_\_\_\_



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**Documents to submit**

- Signed and stamped Complete RFQ document.
- Signed and stamped the terms and condition document
- 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
- Evidence of tax payments in 2023 to the Tax Office in Afghanistan
- Personnel national ID document of the Contractor and company representative
- Company profile

**Please fill in the information and table below**

N°	Item Description	Qty	Unit	Price/unit in AFN	Total cost in AFN
1.	Turkmenistan L-62 Diesel Fuel Grad (A) including Delivery and Tax	1	Liter		
<b>Total cost in AFN</b>					
<b>Business with Tax number and registration withholding tax -2%</b>					
<b>Business without Tax number and registration withholding tax -7%</b>					
<b>Payable total in AFN</b>					

**Supplier Remarks**

Please sign and stamp each page of the document!



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**Service Providers Terms and Conditions**

- 1. Validity of the offer (3 month minimum) \_\_\_\_\_
- 2. Terms of delivery \_\_\_\_\_
- 3. Number of days to deliver to Medair \_\_\_\_\_
- 4. Payment Mode (Bank, Cheque, Cash) \_\_\_\_\_

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