



**Organization for Research and Community Development  
Boost Alternative Development Interventions through Licit Livelihoods (BADILL)**

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April 01, 2018

**Request for Quotation  
For  
the Supply and Distribution of Quality Layer Pullets**

Organization for Research and Community Development (ORCD) in cooperation with United Nations Office on Drugs and Crime (UNODC) is empowering rural women through capacity building on backyard poultry farming, provision of quality layer pullets, feed, farm materials and building market linkages in Nangarhar, Paktya and Paktika provinces.

Therefore, it hereby invites interested and qualified firms to submit quotations for the supply and distribution of quality layer pullets, poultry feed and farm materials.

**Eligibility Criteria for Bidders:**

- The firm should be registered with the Government of Afghanistan (MAIL, MoCI and etc.) or
- The firm must have a valid license
- The firm should have relevant experience of at least 3-5 years;

**Requirements:**

The winner firm will be required to provide layer pullets of high quality in the target destinations of the project (i.e. Surkhrod and Door Baba districts of Nangarhar, Gardez and Ahmad Aba districts of Paktya, Sharana and Mata Khan Districts of Paktika province).

The firm should provide bid security of 0.3% of the overall price of its quotation through bank letter.

The firm should be willing to provide Performance Bank Guarantee of 10% of the overall price of its quotation upon winning the contract through competitive bidding process.

Aimed at sustainability of this intervention, the firm must provide commitment to open (if not already present) its agencies in all three provinces for the period of at least 5 years to provide pullets and other types of inputs required for poultry farming to the selected beneficiaries of BADILL after the 1<sup>st</sup> cycle is completed.

The firm should fully adhere to ORCD Supplier Code of Conduct in whole while undertaking the assignment (Annex I).

The firm should hire staff to work together with ORCD teams in the field and the Joint Committee during distribution process. This assignment will take approximately 1.5 months for the firm to complete.

The terms and conditions for contract (Annex II)



**Description of Quality:**

- The layer pullets provided by the supplier should be 4-month old, with at least 800 gr weight each, disease free and vaccinated with Marek's disease, Gumboro, ND+IB killed vaccine, Fowl Pox, and other necessary live vaccine till the date of supply and distribution. Additionally, the supplier will provide high quality layer feed, feeders, drinkers, bio-security kits (gloves, mask and soap), wire mesh, plastic for windows and coop, white washing materials, medicine and multivitamins.



The quality of pullets and other distributable items provided by the supplier will be verified through inspection of the farm by a technical team from Kabul and Inspection Report of Goods Received (IRGR) prepared by ORCD field team and the Joint DAIL, DCN and UNODC M&E Committee in the province.

The prices should be provided in US Dollar in the table below:

#	Description	Characteristics	# of units required	Unit Price (\$)	Total Price (\$)
1.	Layer pullets	Cross breed (golden), 4-month old, at least 800 gr weight	18,000		
2.	Layer feed	Standard layer feed # 13, medicated	60 Ton		
3.	Feeder 	Aluminum 100-110cm diameter (With capacity of 3 Kg according to the given sample)	1,800 PC		
4.	Drinker 	High quality plastic drinker with capacity of 7-8 litters (According to the given sample)	1,200 PC		

5.	Bio-Security Kit	Containing gloves, mask and soap	600 kit		
6.	Wire Mesh	High quality galvanized and non-rusted	900 m <sup>2</sup>		
7.	Plastic for Windows	High quality	1,800 m <sup>2</sup>		
8.	White Washing martials (Lime stone)	Live/quick lime stone 1 bag of 10 Kg	600		
9	Multivitamins	300gm, multivitamins should contain B-complex, minerals and electrolytes	600		
10	Broad-spectrum antibiotics	Enrofloxacin 10% 100ml water base	600		
11	Anthelmintic	Piperazine 15gm	600		
12	Glucose	300gm as antistress for first day of pullet distribution	600		
<b>Grand Total (\$)</b>					

#### Timeline and target areas:

The supplier is required to commence the supply and distribution of pullets and farm materials/equipment in the target districts in collaboration with ORCD field team and the Joint M&E Committee in April, 2018 and complete the distribution process within period of 2 months.

The target villages in all six districts are as following:

#	Place of distribution			Number of pullets to be distributed		Remarks
	Province	District	Village	# of recipients	Hen	
1.	Nangarhar	Surkhrod	Sultan Pur Sufla	15	450	Each beneficiary will also be provided with 100 kg quality layer feed, 3 feeders, 2 drinkers, 1 Bio-Security Kit (i.e. gloves, mask and soap), 15 meters wire mesh, 3 m <sup>2</sup> plastic for coop windows and XXX kg of white washing materials
2.			Dahi Balo	14	420	
3.			Haji Sahiban	14	420	
4.			Char Bagh Safa	14	420	
5.			Maste Khail	14	420	
6.			Naghrak	14	420	
7.			Sowate	15	450	
8.		Door Baba	Door Baba	13	390	
9.			Waliye	12	360	
10.			Shagay	14	420	
11.			Toor Lala	19	570	
12.			Omar Khail	13	390	
13.			Malang Nala	10	300	
14.			Sur Kalay	19	570	
15.	Paktya	Gardez	Habib Kala	25	750	
16.			Do Aba	25	750	
17.			Fatiullahkhel Mehlan	25	750	
18.			Dogh Abad	25	750	
19.		Ahmad Aba	Khwaja Khail	25	750	
20.			Mali Khail	25	750	
21.			Mohammad Ali Khail	13	390	

22.			Pacha Khail	25	750		
23.			Torda Khail	12	360		
24.	Paktika	Sharana	Akhto Kala	12	360		
25.			Ghunday	23	690		
26.			Merza Kala	47	1410		
27.			Kashiwal	25	750		
28.			Mata Khan	Shobray	12	360	
29.		Faqir Kala		31	930		
30.		Bahram Kala		28	840		
31.		Shah Kala		22	660		
<b>Total</b>				<b>600</b>	<b>18,000</b>		

**Important Note:**

In case the supplier fails to provide the items with the required quality and within the designated timeframe for this assignment, ORCD reserves the right to preserve the Performance Bank Guarantee of the firm as penalty for the delay and terminate the contract with supplier on immediate basis.

ANNEX-I

**ORCD Supplier Code of Conduct**

ORCD expects its suppliers to fully adhere to the following principles and codes of conducts in the areas as mentioned below:

**Labour:**

- To recognize the freely-exercised right of workers, without distinction, to organize, further and defend their interests and to bargain collectively. Additionally, to protect those workers from any action or discrimination related to the exercise of their right to organize, to carry out trade union activities and to bargain collectively.
- To prohibit forced or compulsory labour in all its forms.
- Not to employ: a) children below 14 years of age or comply with the minimum age permitted by the law of the country of operations. b) Persons under the age of 18 for work that, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety or morals of such persons.
- To ensure equality of opportunity and treatment in respect of employment and occupation without discrimination on grounds of race, colour, sex, religion, political opinion, national extraction or social origin and such other ground as may be recognized under the national law of the country of operations.
- To ensure the payment of wages in legal tender, at regular intervals no longer than one month, in full and directly to the workers concerned. Suppliers should keep an appropriate record of such payments. Deductions from wages are permitted only under conditions and to the extent prescribed by the applicable law, regulations or collective agreement, and suppliers should inform the workers concerned of such deductions at the time of each payment. The wages, hours of work and other conditions of work provided by suppliers should be not less favorable than the best conditions prevailing locally (i.e., as contained in: (i) collective agreements covering a substantial proportion of employers and workers; (ii) arbitration awards; or (iii) applicable laws or regulations), for work of the same character performed in the trade or industry concerned in the area where work is carried out).
- To ensure, so far as is reasonably practicable, that: (a) the workplaces, machinery, equipment and processes under their control are safe and without risk to health; (b) the chemical, physical and biological substances and agents under their control are without risk to health when the appropriate measures of protection are taken; and (c) where necessary,

adequate protective clothing and protective equipment are provided to prevent, so far as is reasonably practicable, risk of accidents or of adverse effects to health.

#### **Human Rights:**

- To support and respect the protection of internationally proclaimed human rights and to ensure that they are not complicit in human rights abuses.
- To create and maintain an environment that treats all employees with dignity and respect and will not use any threats of violence, sexual exploitation or abuse, verbal or psychological harassment or abuse. No harsh or inhumane treatment coercion or corporal punishment of any kind is tolerated, nor is there to be the threat of any such treatment.
- Not to engage in the sale or manufacture of anti-personnel mines or components utilized in the manufacture of anti-personnel mines.

#### **Environment:**

- To have an effective environmental policy and to comply with existing legislation and regulations regarding the protection of the environment. Suppliers should wherever possible support a precautionary approach to environmental matters, undertake initiatives to promote greater environmental responsibility and encourage the diffusion of environmentally friendly technologies implementing sound life-cycle practices.
- Chemical and other materials posing a hazard if released to the environment are to be identified and managed to ensure their safe handling, movement, storage, recycling or reuse and disposal.
- Wastewater and solid waste generated from operations, industrial processes and sanitation facilities are to be monitored, controlled and treated as required prior to discharge or disposal
- Air emissions of volatile organic chemicals, aerosols, corrosives, particulates, ozone depleting chemicals and combustion by-products generated from operations are to be characterized, monitored, controlled and treated as required prior to discharge or disposal.
- Waste of all types, including water and energy, are to be reduced or eliminated at the source or by practices such as modifying production, maintenance and facility processes, materials substitution, conservation, recycling and re-using materials.

#### **Ethical conduct:**

- To adhere to the highest standards of moral and ethical conduct, to respect local laws and not engage in any form of corrupt practices, including but not limited to extortion, fraud, or bribery.
- To disclose to ORCD any situation that may appear as a conflict of interest and ORCD official or professional under contract ORCD may have an interest of any kind in the supplier's business or any kind of economic ties with the supplier.
- ORCD has a "zero tolerance" policy and does not accept any type of gift or any offer of hospitality. ORCD will not accept any invitations to sporting or cultural events, offers of holidays or other recreational trips, transportation, or invitations to lunches or dinners. ORCD expects its suppliers not to offer any benefit such as free goods or services, employment or sales opportunity to an ORCD staff member in order to facilitate the suppliers' business with ORCD.
- Post-employment restrictions may apply to ORCD staff in service and former ORCD staff members who participated in the procurement process, if such persons had prior professional dealings with suppliers. ORCD suppliers are expected to refrain from offering employment to any such person for a period of one year following separation from service.

Annex II:

**Payment:** the supplier will be paid the amount of contract in three equal installments upon successful completion of each milestone. Each milestone will be the supply and distribution of 6,000 pullets along with proportional quantity of equipment and materials.

**Tax payment:** Tax amount of 2% will be withheld from the total amount of contract by ORCD which will be paid to the MoF as per Afghanistan Tax Law. The vendor is also responsible to pay additional 2% to Ministry of Finance as tax.

**Delivery Locations:** The supplier is required to deliver the distributable items to target villages where they will be distributed to selected beneficiaries by ORCD in collaboration with Joint M&E Committee.

**Cancellation of RFQ:** ORCD reserves the right for its own convenience and without charge or liability to cancel this RFQ process at any stage.

**Bid Opening:**

The Bid Opening meeting will be held at ORCD Head Office on April 29, 2018 at 1000hrs. All bidders who submit bids are welcomed to participate in the bid opening meeting.

**How to submit bids:**

Interested and qualified bidders are requested to submit their bids in sealed envelopes (putting contact details on the envelop) to the following address in hard copy before April 27, 2018:

Procurement, Logistics and Supply Department of ORCD, House# 2584, Street of Shams London Academy Girls School, between Saleem Karwan and Shaheed Squares, Taimani Project, Kabul Afghanistan

Signature of the authorized person:

Name and title of signatory:

Name and seal of Firm:

Phone#:

Email:

Address:

END OF RFQ