



Request for Quotation (RFQ)

RFQ Number: RFQ NO. JDA-2019-022
Issuance Date: February 14, 2019
Deadline for Offers: February 23, 2019 - 4:00 PM local Kabul time
For: Joint Development Associates International
Point of Contact: admin@jdainternational.org

Part A. Instructions to Offerors

1. Introduction: Joint Development Associates International is an International NGO with International supports and is concerned in social activities comprising Agriculture projects, WASH programs, med-deep well drilling, Educational courses, Agricultural Activities and other Humanitarian works. This organization has been working in middle Asia since 1993.

During its activities JDA International was involved in food security, well drilling, road rehabilitation, school constructions and Agriculture Projects such as; Research on Oil seed crops, Strawberries, Maize, Watermelon, Melon fly, Chickpea, Peanut, Lettuce, Cauliflower, Cabbage, Carrots and etc... in the provinces of North Afghanistan.

2. Offer Deadline and Protocol: Offers must be received no later than 4:00 PM local Kabul time on February 23, 2019 by email to admin@jdainternational.org, Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will be considered only at the discretion of JDA International Organization.

3. Questions: Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than 12:00 PM local Kabul time, February 23, 2019 by email to admin@jdainternational.org

Questions must be submitted in writing; phone calls will not be accepted.

4. Specifications: For more details and specifications please refer to the table at the final of this RFQ.

5. Quotations: Quotations in response to this RFQ must be priced on a fixed-price. Offers must remain valid for not less than thirty (30) calendar days after the offer deadline.

Offerors are requested to provide quotations on official letterhead or format; in the event this is not possible, offerors may complete the table at the final of this RFQ.

6. Delivery: The delivery will take place at the end when all the requested items are checked, received and confirmed by JDA Procurement Officer. As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the delivery timeframe (after receipt of order). JDA requires receiving the items of this RFQ within 3 days when the selection is done for that Company.

7. Taxes and VAT: Prices must be quoted on a lump-sum, all-inclusive basis. Any taxes (including BRT taxes) or fees are not to be added later. The BRT tax must be included in the Grand Total Cost. Offerors are required to submit their business license to support the 2% BRT tax.

Pursuant to Article 72 in the Afghanistan Tax Law effective March 21, 2009, JDA is required to withhold “contractor” taxes from the gross amounts payable to all Afghan for-profit subcontractors.

In accordance with this requirement, JDA withholds two percent (2%) tax from all gross invoices to Afghan subcontractors under this agreement with active business registration license at the time of payments. For all legal and natural persons who, without a business license or contrary to approved by-law, provide supplies, materials, construction and services under this contract shall be subjected to seven percent (7%) fixed tax in lieu of income tax. This tax is withheld from the gross amount payable to the contractor and remitted to the Ministry of Finance.

JDA will maintain records of all these payments. The business license for the purpose of tax withholding is the license issued by the Ministry of Commerce & Industry, AISA, Ministry of Information & Culture, Ministry of Education and Ministry of Public Health. For all other licenses, including municipal permits, 7% tax will be withheld.

8. Eligibility: By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the U.S. Government. JDA will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.

9. Evaluation and Award: The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and meets or exceeds the minimum required technical specifications, and is judged to be the best value based on a lowest-price, technically acceptable basis.

The relative importance of each individual criterion is indicated by the number of points below:

- Cost – 50 points: The overall cost presented in the offer
- Technical Specifications & Delivery Time– 30 Points: The overall technical capability presented in the offer and soonest delivery time.
- Past performance – 20 Points: The firms past experience for the similar activities (please provide at least three reference that may include (name of client, contact details, email address)

Best-offer quotations are requested. It is anticipated that award will be made solely on the basis of these original quotations. However, JDA reserves the right to conduct any of the following:

- JDA may conduct negotiations with and/or request clarifications from any offeror prior to award.
- While preference will be given to offerors who can address the full technical requirements of this RFQ, JDA may issue a partial award or split the award among various suppliers
- JDA may cancel this RFQ at any time.

10. Terms and Conditions: This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate to JDA to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer.

Part B. Scope of Work, Specifications and Technical Requirements

The below contains the technical requirements of the items. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format. In the event this is not possible, offerors may complete the Part B and submit a signed/stamped version to JDA Mazar-e-Sharif office.

Scope of Work:

The company is responsible to provide the original items according to the specifications; JDA will receive the requested items according to the specifications that outlined in the table below.

JDA Procurement Officer and relevant staffs from WASH Program will check all the items before to transport them to office compound. If any item does not match the specifications, JDA will ask the company to prepare the right item immediately.

Since the quantity of the requested items are a lot and the checking process requires a bit longer time to finish, therefore JDA will check all the items one by one in office compound and the company can also send its representative to monitor the checking and counting process.

The company is responsible to review all the RFQ articles utterly and follow accordingly so that possible of time waste avoided.

Delivery Time: The Company should provide the requested items within 3 days after the selection is done.







Damages & Maintenance: The Company is responsible for any damages/maintenance of the items.

Document: The Company should also attach a valid and up-to-date company license to this RFQ.

Period of Performance: It is valid upon receipt of all the requested items and no longer be valid.

Payment: JDA Finance department will make the payment for the Company through bank transfer to the Company bank account at the end when all requested items are checked and received.

Specifications

No	Required Items	Specifications	Unit	Qty.	Unit Price (AFN)	Total Price (AFN)	Remarks
1	Plastic bucket with lid	25-liters capacity and normal quality	Piece	241			
2	Plastic basket	Normal quality, Length: 49 cm, Width: 34 cm & Depth: 15 cm	Piece	4143			
3	Soap holder	Normal size with cover	Piece	4122			
4	Tap	Normal size, made of plastic	Piece	3971			
5	Water dipper	Normal size and quality	Piece	4077			
6	Plastic pocket	Normal size and quality, Length: 58 cm, Width: 40 cm	Kg	60			

7	Disposable cup	Small size with 10 cm depth	Pack/100	42			
8	Soap for hand washing	Net weight: 125 gram, Brand: Miss Paris	Piece	4136			
9	Tooth paste	Net weight: 63 gram, Brand: Coafeup	Piece	4131			
10	Tooth brush	Brand: New Formula	Piece	4131			
11	Washing powder	Normal quality, Net weight: 450 gram	Pack	4149			
12	Hand towel	Normal quality, Made in Pakistan, Length: 64 cm, Width: 43 cm	Piece	4132			
13	Chlorine solution**	250 ml, 0.5 Sodium Hydrochloride	Bottle	4230			

** After selection, half of chlorine (2230 bottles) will be asked to deliver for JDA and the rest half (2000 bottles) will be kept by the Company until JDA asks to deliver with new production date. (All items which have expiry dates should of at least 2 years of use).

ATTENTION

- 2% of the total amount will be deducted in form of tax from the companies holding registration document from Afghanistan Government.
- 7% of the total amount will be deducted in form of tax from the companies not holding registration document from Afghanistan Government.

NOTE

JDA organization wants to purchase under the following condition:

- All descriptions and prices shall be quoted in Afghani currency only.

- Supplier shall submit quotes in prescribed Format of JDA Specification.
- In case of price discrepancy between unit price and total price, the unit price shall prevail.
- Where there is a discrepancy between the rate of figures and words, the rates in word will govern.

Vendor's Head Name:

Date:

Current Address:

Company/Store Name:

Phone Number:

Email Address: