



# **REQUEST FOR QUOTES (RFQ)**

# **Purchasing of Stationary**

**Date:** 16-April-2019

1.0 Summary Data

1.1 Announcement Type: Stationary1.2 RFQ Number: Internews-19-04-033

1.3 Quote Submission Deadline: 28-April-2019 - 4:00PM

## 2.0 Scope of Work:

No	Description	Specification/ Overview	Quantity & Unit	Unit Cost AFN	For Quality Check the Pictures Below
	Pen	LINC Offix	1 Dozen		LINC Offix  OFFIX  OFFIX  LINC Offix
		ELITED B31	1 Dozen		BACKER*  13 34 CEO  RECORDER  BELITE  THE THE PARTY OF TH
1		Uniball (Japan)	1 Dozen		The second was an accessed to fine or the second was a fine of the second was a fine or the seco
		Piano Smooth PT- 177	1 Dozen		PIANO®  SOFTINKPEN 12 PCS 0.7 10 Smooth PT-177  TO Smooth board for Assan General Technology  To Smooth board for Assan General Technology

Request for Quotes page 1 of 18

		Piano Crystal	1 Dozen	CRYSTAL Quality & Quality
	D 11 11	Kinda Small Size Wooden	1 PCS	
2	Pen Holder	Large Size Wooden	1 PCS	
	White Paper	AA A4 Paper 80grm	1Box (500PCSx 5) 2500Page s	Double A' Double A'
		AA A3 size 80grm	1Pack (500PCS)	Double A. Double A.
3		Lucky Boss A4 size 80grm	1Box (500PCSx 5) 2500Page s	MATITALISM PIPE
		Lucky Boss A3 size 80grm	1Pack (500PCS)	MARTINANZE PORTE

Request for Quotes page 2 of 18

4	Paper Tray	Vertical Plastic Made Three PCS	1 PCS	
		Horizontal Plastic Made three PCS	1 PCS	
		High Glossy A4 Size	1Pack (100PCS)	LAMINATING POUR FILM POUR
5	Lamination Plastic	High Glossy A3 size	1Pack (100PCS)	LAMINATING POUCH FLM.  POUCH FLM.  WAR AND THE STATE OF T
		ID Card Size	1Box (100PCS)	LAMINATING FILM  LAMINATING FILM  CAMPBELLY  CAMPBELLY  SPECIAL COMMENTS  CAMPBELLY  TS-1 from
6	Battery	9V Energizer Max	12PCS Box	Energizer.  ASTING POWER
		D Energizer Max	One Pair	Energizer. max

Request for Quotes page 3 of 18

		AAA Energizer Max	36PCS Box	Energizer.  SX  Constitution of the state of
		AA Energizer Max	36PCS Box	Energizer
		Daimond(L) 51mm	1 Dozen	NO-977110 2 WIDTH 1 DOZEN:
	Binder Clip	Daimond (L) 41mm	1 Dozen	M BINDER CLIPS  N.9.977112 1.59 WINDH 1. DOZEN:
7		Daimond (M) 25mm	1 Dozen	BINDER CLIPS  1-WIDTH 1 DOZEN:
		Daimond (S) 19mm	1 Dozen	NO.0005 BINDER CLIPS  CHANG CHAO SYATIONERY  1pcs  19mm(3/4 ")
8	Paper Clips	Colorful	1 Box of 100PCS	Lander 1995, SelT D SWINDSHOOL SCID 188-94

Request for Quotes page 4 of 18

9	Board Eraser	BOHO White board Eraser	1 PCS	THE RESERVE OF THE PARTY OF THE
10	Carry Bag	Plastic with Clips	1 PCS	
		Lever Arch File (S)	1 PCS	
11	Box File	Lever Arch File (M)	1 PCS	
		Lever Arch File (L)	1 PCS	
12	Album	Business Card holder book	1 PCS	
13	Calculator	Casio DJ-120	1 PCS	CASIO.  100  100  100  100  100  100  100  1

Request for Quotes page 5 of 18

14	CD-R	Sony	50PCS BOX	SONY. CD-R  50 2700-wu-dir
15	CDR cover	Original Plastic Single CDR Cover	1 Pack	
16	DVD-R	Sony 4.7GB	50PCS BOX	SONY: DVD-R
17	CDR cover	Pouch	100PCS BOX	
18	DVD+ R DL	Sony 8.5 GB	1 Pack of 25PCS	SONY
19	PC Cleaning Tissues Box	For Cleaning Laptop Computers	1 Bottle	Matter Magne Processes and Pro
20	Certificate Paper	Specta Color A4 Size	100PCS bunch	SINAN SPECTRA  PETERS COLOR OF THE PETERS OF

Request for Quotes page 6 of 18

21	Screen Cleaning	Screen Cleaning Kit 200ML	1 PCS	STEER KIT
	Kit	Skill Craft 16FL oz	1 PCS	THE COLUMN SET OF THE PROPERTY
22	Binder Machine	Capacity of 1000 Pages	1 PCS	- AMMANAMANAMANAMANAMANAMANAMANAMANAMANAM
	Binder Ring	500 Pages	1 PCS	
		300 Pages	1 PCS	
23		50 Pages	1 PCS	
		20 Pages	1 PCS	

Request for Quotes page 7 of 18

24	Correction Pen	Kita – K-777	1 Box of 12PCS	Correction Pan Use and the state of the stat
25	Map tube	Map Holder/ Charts Holder	1 PCS	
26	Cutter	Mei Gong Dao- 2008	1 PCS	
27	Dairy Notebook	A4 Size Similar Design	1 PCS	Limited Edition Edition
28	Duct	48mm X 18mm	1 PCS	
29	Envelope	White Color High Quality A3 Size	1PCS	
2)	Envelope	White Color High Quality A4 Size	1 PCS	

Request for Quotes page 8 of 18

		Whie Color High Quality Litter Size	1 PCS	
30	Flip Chart Board	Best Quality 810x585mm	1 PCS	
31	Flip Chart Pad	Sinarline 25 Sheets 810 X 585mm	1 Pad	SHE ARE LINE INCIDENTS IN THE PARTY OF THE P
32	Glue Stick	Dr. Fan-5025	1 PCS	CILC STORAGE PORTORIA SWARE AND WAY 1988
33	Hanging File	Suspension File	1 PCS	
34	Highlighter	Highlight Hy80	1Pack	Highlight and the state of the

Request for Quotes page 9 of 18

35	ID card cover	Plastic	1 PCS	
36	ID card for Zebra Machine	Original Pelican Cards	100 PCS	
37	Zebra Machine Ribbon	for 500 Cards-P430i	1 PCS	truc colours
38	Laminated label	Brother 24mm	1 Cassette	
39	Tag Machine	Brother Soft (Remote)	1 PCS	
40	Tag Machine Ribbon	Brother Mk231 12mm	1 Cassette	
41	Marker	Erasable	1 Box	SNOWMAN BG-19 BOGHICHARCH SCHOOL BOOM MAKE

Request for Quotes page 10 of 18

		Permanent	1 Box	Beware Imitation  SIND IMMAN  GIANT INSTANT DRY WATERFOOD WATERFOOD  WATERFOOD  CAP SHOWS GOLOR KETT CAP ON TOOL M MEET  LOCAL TOOL TOOL MEET  KETT CAP ON TOOL
42	Stamp Paid	Huhua Blue Color	1 PCS	Huhua
		Small Size (100Pages) Ring on Top	1 PCS	
43	Notebook	Medium Size Dairy Note Book	1 PCS	
		Large A4 Size Dairy Note Book	1 PCS	MOLESONE COMMENTS OF THE PROPERTY OF THE PROPE
44	Personal file	A4 Size	1 Pack	The state of the s
45	Pencil	HB655	1 PCS	

Request for Quotes page 11 of 18

46	Pencil Sharpener	Metal	1 Dozen	
47	Pencil Eraser	Zhenta Al 30/ QI CAI	1 Dozen	Petikan © AL 30  phthalate-free für Bleistift For pencil
48	Ruler	Steel Made Good Quality	1 PCS	
49	Photo Paper	Kodak Original	1 Pack of (100 PCS)	Kodak Photo Caper Photo Caper Anna Anna Anna Anna Anna Anna Anna Ann
50	Diagric Dance	L Shape (Hard)	100 PCS	
50	Plastic Paper	Soft for files	100 PCS	
51	Sticky Notes	Medium 3x3	1 PCS	

Request for Quotes page 12 of 18

		Large 5x3	1 PCS	
		Sticky Notes Tab Memo Pad	1PCS	
52	Hole Punch	Kangaro Medium 30 Pages	1 PCS	
32	Hole Fullen	Kangaro Medium 150 Pages	1 PCS	
53	Scissor	Medium size (Original Quality)	1 PCS	SS-825C S1ze:8.25*
54	Separator	Plastic (High Quality)	1 PCS	
55	Stapler	Beifa (s) 26/6	1 PCS	Stapler   0.4050062   Extrate

Request for Quotes page 13 of 18

		Kangaro Fl-B9 (M)	1 PCS	6F COEGUEN STAPLER
		Swingline 210 Sheets (L)	1 PCS	Swingline HIGH CAPACITY STAPLER HEAVY DUTY 210
56	Gun Stapler		1 PCS	Aldminon.
57	Staple Remover	CH-218	1 PCS	Staple Remover
58	Staples pin	Great Wall 369 (s) 24/6	1 small box	TRACE MARK  TRACE
30	- Биаріс <b>я</b> ріп	Kangaro 23/10-H	1 small box	kangaro® STAPLES  / 23/10-H  10mm(5/8)

Request for Quotes page 14 of 18

		Kangaro 23/20-H	1 small box	kangaro® STAPLES  23/20-H 23/20-H 20nnn(3/41)
	Tape	Glossy 1"	1 PCS	
		Glossy 1.5"	1 PCS	
		Glossy 2"	1 PCS	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
59		Glossy 3"	1 PCS	3° CORE
		Double side stick 1"	1 PCS	
		Double side stick 2"	1 PCS	Gard To

Request for Quotes page 15 of 18

		Duct Tape 2"	1PCS	The state of the s
		Duct Tape 3"	1PCS	Gulf-O-Flex Duct Tages  Mode in Use  Gulf-O-Flex Out Tages  Out Tages
		Kw.trio 3300 for 1"	1 PCS	KWtriO 可用成。 统士大型较带合
60	Tape Dispenser	Kw.trio 3300 for 2"	1 PCS	KWtriO 回用此。 统生大型较带合
		Kw.trio 3300 for 3"	1 PCS	KW-triO 句信成 跨土大型数带台
61	White Board	50*70	1 PCS	666
		60*90	1 PCS	COC

Request for Quotes page 16 of 18

		6280*120	1 PCS	CO.
		100*200	1 PCS	
		60*90	1 PCS	
62	Notice Board	80*120	1 PCS	
		100*200	1 PCS	
63	Power Extinction	FAR – 6 port Turkey	1PCS	FAR DEAR

Request for Quotes page 17 of 18

64	Stamp Ink	Horse Permanent INK	1 Bottle		S Horse Store Stor
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Internews Network Afghanistan is seeking quotes for Stationeries with mentioned details in above SOW.

## 1) Good/Service 1:

All goods and materials must match the specification addressed in RFQ, in case the supplier or vendor fail to provide the goods and materials as per RFQ specification will results with immediate payback and compensation and their goods will be return.

#### 3.0 Evaluation Criteria:

Quotes will be reviewed and evaluated by a technical committee according to the following selection criteria:

	<u>Criteria</u> Re	lative Weigh
1.	Price	60%
2.	Valid Business License (AISA / MOIO	C) 10 %
3.	Experience with other NGOs	20%
4.	Delivery time & Date after Order	10%

## 4.0 Quote Content Requirements:

- The Stationeries cost must be inclusive of the above-mentioned requirement and 2% sales tax as Internews Network Afghanistan will deduct BRT Taxes and submit it to MOF per Article 72 of Afghanistan Tax Law." www.mof.gov.af/?p=Article%2072"
- 2. Company should provide the mentioned stationeries within the time frame after signed Contract.

### 4.2 Quote Submission Coordinates:

Please submit sealed quotations to Mr. Rustam Khan Jabarkhel, Sr. Procurement & Inventory Officer, at Ahmad Zahir house, Shaheed Road, PD 4, Ansari Square, Shar-e-Naw, Kabul- Afghanistan

### 7.0 Inquiries:

All questions regarding this RFQ may be directed via email to Rustam Khan Jabarkhel, Sr. Procurement / Inventory Officer - <a href="mailto:rustamkhan@internews.org">rustamkhan@internews.org</a> and Ali Raza Ahmadi, Sr. Operation Manager, <a href="mailto:aahmadi@internews.org">aahmadi@internews.org</a>

End of RFQ

Request for Quotes page 18 of 18