

REQUEST FOR QUOTES (RFQ)

Purchasing of Office Supplies

Date: 16–April–2019

1.0 Summary Data

1.1 Announcement Type: Office Supplies

1.2 RFQ Number: Internews-19-04-032

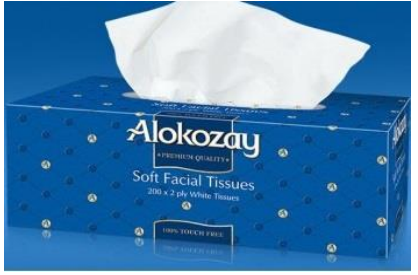


1.3 Quote Submission Deadline: 28-April-2019 - 4:00PM

2.0 Scope of Work:





No	Description	Specification/ Overview	Quantity & Unit	Unit Cost AFN	For Quality Check the Pictures Below
1	Green Tea	Ahmad Green Tea Original (London)	1BOX (100bags)		
		Tapal Jasmine Green Tea	1BOX (30bags)		
		Lepton Green Tea	1BOX (100bags)		
		Alokozay Premium Quality green tea (100% Pure Ceylon Green Tea)	1BOX (100bags)		

2	Black Tea	Alokozay Premium Black Tea (Finest Selection Limited Edition)	1BOX (100bags)	
		Ahmad black tea Original (London)	1BOX (100bags)	
		Lipton Yellow label black tea	1BOX (100bags)	
		Tapal Black tea	1BOX (100bags)	

3	Toffees	Milky Splush (Roshen)	1KG	
		Multi Fruit (Tayaz)	1KG	
		Capri Milk (Roshen)	1KG	
		Lazy Cow Jammy (Roshen)	1KG	
		Candy Batonchik "Slavyanskiy Prosto Russian"	1KG	







4	Tissue Paper	Alakozai 200x2Ply white tissue	1BOX (200PCS)		
5	Toilet Paper	Aishangai Soft Confirt Paper 3Ply	1 Bag of 10Rols		
6	Hand Washing Liquid	Dettol – Cool 200ML	1 Bottle		
		Dettol – Soft on Skin 250ML	1 Bottle		
		Duro Olive Oil – 300ML	1 Bottle		
		Royal Liquid Soap Inocence 500ML	1 Bottle		

7	Dish Washing Liquid	Net Original 800G	1 Bottle	
		Vim Double power 250ML	1 Bottle	
8	Glass Cleaning Spray	Mr. Muscle 5in1 Window & Glass Cleaning 500ML	1 Bottle	
9	Tile cleaner	Duck – Mr. Muscle Original	1 Bottle	
10	Powder	Tide 4.08KG	1 Box	
11	Dettol Liquid	750ML (Antiseptic)	1 bottle	




12	Mineral Water	Cristal 500ML	1 Case		
		Cristal 1L	1 Case		
13	Powder	Max 450g	1 Bottle		
		Vim 450g	1 Bottle		
14	Garbage Plastic	Mix Color Capacity: 7KG	1KG		
		Original Black Large size	1 Sack (250PCS)		

15	Cleaning Tissue	Soft Cotton Fabric with 2mtr Width	1 Mtr		
16	Disposable Cups	Size 12oz	1 cup		
		Size 16oz	1 cup		
		Size 20oz	1 cup		
17	Disposable Plates	Round Thermocol plate Medium Size – Good Quality	1 Plate		
18	Disposable Tray	Four partition medium size – Good Quality	1 Tray		

19	Aluminum Foil	20Mr x 30CM	1 Role		
20	Plastic File	Glassy 10mtr x 30cm	1 Role		
21	Air Freshener	Air Wick 2in1 200ml	1 PCS		
22	Disposable Gloves	Plastic (XL)	1Box (100PCS)		
23	Disposable Kitchen Gloves	Rubber (XL)	1Box (100PCS)		
24	Gloves	Gelaan (XL)	1 Pair		

25	Dish Washing Sponge	ACORD Extra	Economic pacg (3PCS)		
26	Floor cleaning Brush with handle	Plastic made with steel handle	1 PCS		
27	Toilet Brush with container	Round & Square	1 PCS		
28	Wiper	Bathroom Rubber Squeegee floor wiper with steel handle	1 PCS		
29	Dry Mop	Steel handle dust mop	1 PCS		
30	Waste Bin	Metal mesh waste bin	1 PCS		

31	Dust Bin	Plastic garbage dust bin with swing-50L	1 PCS		
32	Door Mate	Plastic 1Mtr	1 PCS		
		Plastic 1.5Mtr	1 PCS		
33	Towel	Small - 1x0.5 Turkey	1 PCS		
34	Tea Spoons	Stainless steel Small	12 PCS		

35	Disposable Spoon	Good Quality	1 PCS		
36	Disposable Fork	Good Quality	1 PCS		
37	Disposable Fruits Cutter	Good Quality	1 PCS		
38	Kitchen Caps	Good Quality	1 Box		
39	Sugar	Good Quality	1 KG		

40	Soap	Dettol Cool Anti bacteria 125g	1 PCS	
		Dettol Re-energize Anti bacteria 125g	1 PCS	
		Dettol Original Anti bacteria 125g	1 PCS	
41	Coffee	Nescafe Gold blend 200g	1 Bottle	
		Nescafe Clasico blend 200g		

42	Coffee Mate	Nestle the Original 400g	1 Bottle		
43	Steel Fiber Scrubber	Good Quality	1 PCS		
44	Dry Milk	Nido Nestle Fortigrow 910g	1 bag		
		Everyday Nestle 950g	1 bag		

Internews Network Afghanistan is seeking quotes for office supplies 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>	<u>Relative Weight</u>
1. Price	60%
2. Valid Business License (AISA / MOIC)	10 %
3. Experience with other NGOs	20%
4. Delivery time & Date after Order	10%

4.0 Quote Content Requirements:

1. The Supplies 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 supplies 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 - rustamkhan@internews.org and Ali Raza Ahmadi, Sr. Operation Manager, aahmadi@internews.org

End of RFQ