

RFQ - Request For Quotation

Grant #: _____

PR #: ACR-ERF-087-2019

THIS IS NOT A CONTRACT. THIS IS FOR INFORMATION PURPOSES ONLY.

ISSUE DATE: 25-Apr-19 **DUE DATE:** 12:00PM May/05/2019

PLEASE LIST ONLY THE NAME OF THE COMPANY THAT WILL RECEIVE PAYMENT, IF SELECTED FOR THIS WORK. PAYMENT WILL NOT BE ISSUED TO ANY THIRD PARTIES

COMPANY Name:	
Company Representative's Name:	
Supplier Address & Telephone Number	
Company / Owner Nationality	
DELIVERY LOCATIONS	Bagrami Districts Schools

Item No.	ITEM DESCRIPTION	UNIT (pc, kg, set, box, doz, etc)	QTY	UNIT PRICE (AFN)	TOTAL PRICE (AFN)
1	Printing and delivery of of Grade 1 teacher Guide -Dari, size A4, color one color, number of page 156 equal to 78 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and scotchtap total 11books	Page	176		
2	Printing and delivery of Grade 1Coninues Assesment book -Dari, size A4, color one color, number of page 36 equal to 18 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape total 11books	Page	396		
3	Printing and delivery of Grade 2 Student text book -Dari, size A4, color one color, number of page 58 equal to 29 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and scotchtap total 978books	Page	56,724		
4	Printing and delivery of Grade 2 Student work book -Dari, size A4, color one color, number of page 42 equal to 21 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape, total 978books	Page	41,076		
5	Printing and delivery of Grade 2 teacher guide -Dari, size A4, color one color, number of page 104 equal to 52 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape, total 71 books	Page	7,384		
6	Printing and delivery of Grade 2 Coninues Assesment book -Dari, size A4, color one color, number of page 36 equal to 18 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape total 71books	Page	2,556		
7	Printing and delivery of Grade 3 Student text book -Dari, size A4, color one color, number of page 58 equal to 29 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and scotchtap total 4665books	Page	270,570		
8	Printing and delivery of Grade 3 Student work book -Dari, size A4, color one color, number of page 50 equal to 25 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape, total 4665books	Page	233,250		
9	Printing and delivery of Grade 3 teacher guide -Dari, size A4, color one color, number of page 84 equal to 42 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape, total 58 books	Page	4,872		
10	Printing and delivery of Grade 3 Coninues Assesment book -Dari, size A4, color one color, number of page 36 equal to 18 sheets, including cover, paper 80gr VRG , Cover plastice sheet, binding 2 stiple with gam and Scotchtape total 58books	Each	2,088		

ANTI CORRUPTION NOTICE	SUB TOTAL (AFN)
Under no circumstances, commission or undisclosed rebates payment to Creative staff are to be made or authorized. No gift, gratuity or remuneration of any kind shall be made to any Creative staff as a result of this request.	TRANSPORTION COSTS (AFN)
	TOTAL AMOUNT AFN

Quotation Validity Period		Product Availability	YES NO
Warranty & Maintenance Period			
Delivery Terms			
Vendor Registration ID# - Attach copy of Registration Certificate (required)			
Product Origin (country of manufacture)			
Creative Payment Terms:	Within 15 days of delivery and presentation of completed, signed invoice		

	Provided by Supplier	
	DATE:	
	Name	
	Postion:	
	Signature	
DATE:		

REFERENCE: USAID (AID-OAA-I_14-00072; AID-306-TO-16-0003)

Enclosed is a Request for Quotations (RFQ). Creative invites qualified firms and organizations to submit a quotation for the goods funded under USAID **AID-OAA-I_14-00072; AID-306-TO-16-0003**. The issuance of a subcontract is subject to availability of funds and the successful negotiation of the subcontract budget and terms, and receiving USAID's Contracting Officer consent, if required. The Contract resulting from this award will be a single firm fixed price purchase order.

The requirements for this activity are described in the "Specifications" in Attachment I. Creative encourages your organization to indicate its interest in this procurement by submitting a quotation according to the instructions in Attachment II "Instructions to Offerors". Quotations will be evaluated based on the "Evaluation Criteria" in Attachment III. Creative will make an award to the responsible Offeror submitting an offer which provides best value to the project: technical merit and price will be both considered.

To be considered, Offerors should submit a complete quotation no later than the closing date and time indicated above. Offerors should ensure that the quotation is well-written in English, easy to read, follow the instructions provided and contain only requested information.

Any questions should be submitted in writing and delivered to Creative's offices no later than three days after the issue date of this RFQ. No questions will be entertained if they are received by means other than the specified address below. The RFQ number should be stated in the subject line. Answers will be compiled and distributed within three days from the closing date of questions.

Quotations must be submitted in a sealed envelope or vial email on or before due date, labeled with the above-stated subject, subproject number and title, and delivered to:

Creative Associates International
Saleh Mohammad Street #Shash Darak
Procurement@readafghanistan.com

Sincerely,
Creative Associates International

**ATTACHMENT I: Specifications
FOR ACTIVITY Provision of Photocopying and delivery Services**

In support of Creative Grant Number XXX111, goods are required Books delivered to ACR office. The Printing materials, and required specifications for each item are provided below:

ITEM DESCRIPTION	UNIT (pc, kg, set, box, doz)	QTY
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Note: The delivery of the books/photocopies will be made to Bagrami District schools, a detailed list of distriction for the target shcools will be provided to the wining vendor upon the completion of the photocopying services.

Specifications:

- The goods shall be obtained from sources (such as a borrow pit) that shall be approved in advance by Creative.

Creative estimates the aforementioned goods will be delivered over a period of 1 day after issuing the Purchase Order. The Local Supplier (LS) should have the capacity to provide the goods needed by Creative. The consumption range provided is an estimate and Creative reserves the right to consume above or below this range, or to order partial commodities, and the LS shall deliver accordingly. The LS must provide genuine goods and creative reserve the right to reject the counترفiet parts or goods.

REQUEST FOR QUOTATIONS: TERMS AND CONDITIONS

1. Evaluation and Award: The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirement (lowest-priced, technically-acceptable approach): meets or exceeds the minimum required technical specifications, and is judged to be the best value based on a lowest-price, technically-acceptable basis. Creative may request to see samples of any or all of these materials before purchase.

2. Significant Deficiencies: Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed "non-responsive" and thereby disqualified from consideration. Creative reserves the right to waive immaterial deficiencies at its discretion.

3. Terms and Conditions: This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate Creative to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer. Additional terms and conditions are outlined below:

(a) Creative's standard payment terms are net 30 days after receipt and acceptance of any commodities or deliverables. Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payments will not be issued to a third party.

(b) Any award resulting from this RFQ will be a firm fixed-price purchase order.

(c) No commodities or services may be provided that are manufactured, assembled in, shipped from, transported through, or otherwise involving any of the following countries: Burma (Myanmar), Cuba, Iran, North Korea, (North) Sudan, Syria.

(d) Any international air or ocean transportation or shipping carried out under any award resulting from this RFQ must take place on U.S.-flag carriers/vessels.

(e) United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.

(f) Vendors are required to submit past performance information, including copies of any past or current contracts with U.S. government funded organizations, copies of completion certificates and/or the contact information of three references. This should include the name, company, relationship to the vendor, email address and or phone number for each reference.