

Kabul, Afghanistan Office
Street 11, Kart-e-Seh, District #6
Kabul, Afghanistan
Phone: +93 (0) 202 504 337
Kabul@neifoundation.org



**Nutrition & Education
International**
2500 East Foothill Blvd., Suite 407
Pasadena, CA 91107, USA
Phone: (626) 744-0270
Web: www.neifoundation.org
E-Mail: Contact@neifoundation.org

Request for Quotations (RFQ)

RFQ Number: NEI-RFQ-0108.07.07.2019
Issuance Date: 07 July, 2019
Deadline for Offers: 28 July 2019 at 04:00 PM Kabul time
Description: Request for quotation for 8 MT locally produced soybeans and 8 MT locally produced Full fat soy flour as per below technical specification

Point of Contact: **Shafiqullah Shafiq** sh.shafiq@neifoundation.org
+93 787 330 293
Farhad Naween farhad.naween@neifoundation.org
+93 782 628 989

Introduction:

Nutrition & Education International (NEI) is an international NGO based in Pasadena, CA, USA.

NEI Vision

End malnutrition among impoverished women and children living in high mortality regions.

NEI Mission

Since 2003, NEI has been developing a sustainable soy industry in Afghanistan as a practical solution to rampant malnutrition among Afghan women and children. NEI is a non-profit organization that implements programs using a corporate mindset, in a fast paced working environment. We collaborate with many Afghan ministries and international food security organizations to provide nutrition to malnourished people. Our current development focus is to create a self-sustainable soy value chain, including seed production, soybean cultivation, soy processing, and market development.

Please visit our website for more information: www.neifoundation.org

Offerors are responsible for ensuring that their offers are received by NEI in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere with instructions described in this RFQ may lead to disqualification of an offer from consideration.

A. Section 1: General Instructions to Offerors:

- 1. Proposal Deadline and Protocol:** RFQ must be received no later than **Sunday 28 July, 2019 at 04:00 PM Kabul time**. Hard copies must be submitted to NEI Kabul office. Please mention the RFQ/ RFP number in any response to this RFQ/ RFP. RFQ/ RFP received after the specified time and date will be considered late and will be considered only at the discretion of NEI.

2. **Specifications:** refer to Section C.
3. **Quotations Requirement:** Quotation must be submitted both in hard and soft copy. Soft copy will be sent to submissions@neifoundation.org and hard copy in sealed envelope will be submitted to NEI Kabul office at the address mentioned on letterhead of this RFQ.

Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery, 2% BRT and all other costs. Pricing must be presented in (\$ = USD). Offers must remain valid for not less than Forty Five (45) 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 in Section C
4. **Delivery/ Job Completion:** The job completion period for the items described in this RFQ is for **Request for quotation for 8 MT soybeans and 8 MT soy flour** mentioned above, each offeror is expected to provide an estimate (in calendar days) of the delivery/ job completion timeframe (after receipt of order). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.
5. **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 of the Proposal. 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, NEI is required to withhold “contractor” taxes from the gross amounts payable to all Afghan for-profit contractors. In accordance with this requirement, NEI withholds two percent (2%) tax from all gross invoices to Afghan subcontractors under this agreement with active business registration license.
6. **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:
 - 1) **Cost – 25 points:** The overall cost presented in the offer
 - 2) **Technical Specifications– 30 points:** The overall technical capability presented in the offer.
 - 3) **Delivery/ Job Completion Period– 25 points:** The speed of delivery. Please submit your delivery or job completion timeline.
 - 4) **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)

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

Please note the following terms and conditions will apply:

- 1) NEIs’ standard payment terms are net 20 days after receipt and acceptance of any commodities/equipment or deliverables. Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
- 2) Any award resulting from this RFQ will be firm fixed price, in the form of a purchase order (Attachment A – Purchase order template).
- 3) The title to any goods supplied under any award resulting from this RFQ shall pass to NEI following delivery and acceptance of the goods by NEI. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to NEI.

B. Section 2: Scope of Work, Specifications and Technical Requirements:

The below contains the technical requirements of the services. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format. If this is not possible, the offerors may complete this Section 2 and submit a signed and stamped version to NEI.

C. 8 MT soybean and 8 MT soy flour (The requested amount of soybean and soy flour should be provided to NEI in Kabul.

S. No	Name & Description of Item	Unit	Qty	Unit Price	Total Price
01	Soybean based on the following specification of soybean Quality Details.	MT	8		
02	Soy flour , Based on below specification of soy flour Quality Details.	MT	8		

Technical Specifications of Soybean & Soy Flour.

Soybean Quality Details:

Name: soybean
Weight/Bag: 10 kg. (Standard Plastic bag with NEI logo)
Moisture: less than 12%
Protein: more than 30%
Inert material: less than 1%
Color: yellowish
Production Origin: Only soybeans produced in Afghanistan by Afghan farmers.
QA Test: Should be in good quality and meet the required laboratory tests.

Soy flour Quality Details:

Name: Full fat Soy flour.
Weight/Bag: 10 kg (Standard plastic bag with NEI logo).
Moisture: less than 5%
Texture: 100% pass from 1.5mm sieve
Color: Dark yellow
Taste: should not have beany taste.
Protein content: more than 30%
Production date: It should be produced in 2019 (based on NEI request)
Expiration date: should have at least 11 month shelf life
Production Origin: Only full fat soy flour produced in Afghanistan from Afghan farmers soybeans.

Note 1: The empty bags (10 kg) with NEI logo will be provided by NEI to suppliers and supplier will pack and seal the bags into 10 kg packages.

Note 2: The selected vendors will make the necessary arrangement for NEI technical person to check the quality of soybean before being processed to soy flour, or can visit the supplier stock to check the repacking as grain, cleaning etc. the items (soybean & Soy Flour) also should successfully pass the lab quality tests.

Note 3: Only those vendors who are complying with the terms of this TOR and their inputs (soybean & soy flour) meet the technical requirements will be considered for bidding

D. Section 3: Required Documents:

Please make sure to submit below listed documents for your quotation to be considered.

- **Updated Business License:** The supplier/Subcontractor is required to submit a copy of their business license. If a business license is not submitted, the bidder's offer may be disqualified.
- **Work Experience:** the supplier/ subcontractor is required to submit their previous related experience with NGOs, governmental offices, or national and international organization.

- **Company Profile:** the supplier/ subcontractor is required to submit their company profile.
Supplier/ subcontractor with same profile and background are highly encouraged to apply.
- **Quotation:** the supplier/ subcontractor is required to print out NEI- RFQ, in case you accept all condition mentioned in RFQ, please stamp and attached with your quotation.
Supplier/ subcontractor can give their price in NEI- RFQ or can attach a separate sheet but NEI-RFQ must be signed & stamped and attached with required documents.

NEI reserves the right to accept or reject any or all quotations without assigning any reason.

-----END OF RFQ-----