

REQUEST FOR QUOTATION (RFQ)

AFG/AICS-2019-

Procurement of 7 MB /Dedicated Internet Bandwidth for AICS Office

DATE: 8 December 2019

REFERENCE: RFQ- AFG/AICS-2019-

Dear sir / Madam:

We kindly request you to submit your quotation for the procurement of 7 MB dedicated internet bandwidth (with four public IP) for a period one year.

As detailed in annex 1 of this RFQ when preparing your quotation please be guided by the form attached hereto as annex1.

Quotations may be submitted on or before **19 December 2019 COB** to the address below:

House # 58, Street # 12, Qalah-e-Fatullah, Golahi Paikob, Opposite of Sehat Afghan Clinic, Kabul,
Afghanistan.

Or along with Offers proposal may be submitted electronically in PDF format to email procurement@aicsafg.org the email shall be virus free. The email attachments should not exceed more than 20 MB or else your email will be rejected by the system.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by AICS after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and are sent to us in PDF format.

Delivery Terms (INCOTERMS) N/A	AICS Office, Kabul Afghanistan
Customs clearance if needed, shall be done by:	N/A
Exact Address of Delivery Location.	House # 58, Street # 12, Qalah-e-Fatullah, Golahi Paikob, Opposite of Sehat Afghan Clinic, Kabul, Afghanistan.
AICS preferred Freight Forwarder, if any	N/A
Distribution of shipping documents (if using freight forwarder)	N/A
Latest Expected Delivery date and time	from 5 to 10 days
Implementation work plan & Duration of work	N/A
Site visit for technical inquiries an pre-bid conference meeting	N/A
Preferred Currency of Quotation	AFN
Value Added Tax on price Quotation	Include 4% government tax
Value Added Tax on price Quotation	0%
All documentations, including catalogs, instructions, shall be in the language	English
Documents to be submitted	<ul style="list-style-type: none"> ✓ Duly Accomplished form as provided in Annex 1 or official Valid quotation as per annex1 ✓ MCIT/ATRA License is required ✓ Company profile (maximum 15 pages) for new vendors ✓ Quality Certificates (ISO, etc.)(if applicable)

Please take note of the following requirements and conditions pertaining to provision of the above

mentioned services:	<ul style="list-style-type: none"> ✓ Complete documentation, information and declaration of any goods classified or may be classified as “Dangerous Goods”. ✓ Patent Registration Certificates (if any of technologies submitted in the quotation is patented by the supplier) if applicable ; ✓ Written self – Declaration of not being included in the ineligibility list ✓ Valid company license
Period of Validity of quotes starting the submission date	<p>30 days</p> <p>In exceptional circumstances, AICS may request the Vendor to extend the validity of the quotation beyond what has been initially indicated in the RFQ. The proposal shall then confirm the extension in writing, without any modification whatsoever on the quotation.</p>
Partial quotes	Not permitted
Payment Terms	Monthly based on certified invoice
Liquidated Damages	0.8% of contract for every day of delay, up to a maximum duration of two weeks. Thereafter, the contract may be terminated.
Evaluation Criteria	<ul style="list-style-type: none"> ✓ Technical responsiveness / Full compliance to requirements and lowest price and the offer should meet our specification. ✓ The required documents in the RFQ (see above) ✓ Full acceptance of the PO/ Contract General Terms and Conditions Shortest Lead time
AICS will award to :	Purchase Order (PO)
Conditions for Release of payment	<ul style="list-style-type: none"> ✓ Original invoice ✓ Signed SRN & copy of update license
Annexes to this RFQ	I

Contact person for inquiries	<p>Masrooruddin Mansoor Operation Manager AICS masrooruddin.mansoor@aic saf.org; 0799330558</p> <p>Any delay in AICS’s response shall be not used as a reason for extending the deadline for submission, unless AICS determines that such an extension is necessary and communicates a new deadline to the proposers</p>
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Services offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of AICS requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price, and quantity) shall be re-computed by AICS. The unit price shall be corrected. If the supplier does not accept the final price based on AICS's re-computation and correction of errors, its quotation will be rejected.

After AICS has identified the qualified company, AICS reserves the right to award the contract based only on the prices of the goods / Services in the event that the transportation cost (freight and insurance) is found to be higher than AICS's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, on price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by AICS after it has received the quotation. At the time of award of contract of purchase Order, AICS reserves the right to vary (increase) the quantity of services and / or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

AICS is not bound to accept any quotation, nor award a contract/purchase order, nor be responsible for any costs associated with a suppliers' preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that AICS's Vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process.

AICS encourages every prospective vendor to avoid and prevent conflicts of interest, by disclosing to AICS if you, or any of your affiliates or personnel, and other information used in this RFQ.

AICS implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against AICS, as well as third parties involved in AICS activities.

Thank you and we look forward to receiving your quotation.

Sincerely

Mohammad Zakir Stanikzai
Executive Director
AICS – Afghanistan

Annex I:

No.	Item Technical Specifications	Unit	QTY	Unit Price AFN	Total Price AFN	Remarks
1	<ol style="list-style-type: none"> 1. Service Type: Provision of Internet through a dedicated Microwave or Point to Point devices, please mention in your proposal about the list of equipment to be used and Installation process, time table as well as start of service from the date of award. 2. Speed: Dedicated pure 1:1 full duplex Seven Mbps download / 7 Mbps upload and provision of 4 Public IP addresses. 3. Duration: 24/7/365 – for a period of One Year. Locations: AICS Office- Qalat – E - Fatullah 4. Equipment: ISP shall provide the required equipment and accessories on a lease until the end of contract. 5. Backups: Please mention and explain in detail about all your different internet routes for the primary and backup’s. 6. Uptime: The ISP shall provide 99.8% SLA - 24/7/365-uptime guarantee and instant full redundant link if the main link goes down, any planned outages must be informed to AICS at least 12 hours in advance. 7. Support: The ISP must provide 24/7 technical support via email, telephone and on site when required. 8. The ISP must provide a secure online (accessible from Internet) facility to monitor real time internet usage and available internet bandwidth. 9. The ISP will be required to deliver all materials/resources including backup devices and accessories to AICS premises as required in Kabul. 10. The ISP will be required to arrange onsite installation and configuration. All setup costs related to the installation will be the responsibility of the ISP. These costs must be included in the proposal as required. 	Month	12			
2	Governmental tax (licensed companies)	%	4			
Total offer						