



## Voice of Women Organization Request for Proposals (RFP)

**Date: 12-Jan-2020**

**Subject: Request for Purchasing of Vehicles**

### **Request to Submit Qualifications:**

The Voice of Women Organization (VWO) is soliciting services from qualified nationally recognized company of certified public to buy second hand vehicles for staff transportation, from different budget of multi projects for sub offices (Badghis, Farah, Nimroz, Ghor) and main office (Herat) in 2020.

The purpose of this RFP is to receive proposals from potential Companies, evaluate those submittals, and then select the Company, who is best suited to provide the mentioned resources.

### **Summary of the Contract Requirement:**

The voice of women organization has an immediate need for 12 vehicles across the country regions, Farah, Ghor, Nimroz, Badghis and Herat. These vehicles will be distributed as follows:

- One Japanese Toyota Corolla and One Super HI ace, Nimroz
- One Japanese Toyota Corolla and One Super HI ace, Farah
- One Japanese 4WD Toyota Wagon and One Super HI ace, Ghor
- One Japanese 4WD Toyota Wagon, One Japanese Toyota Corolla and One Super HI ace, Badghis
- Two Japanese Toyota Corolla and One Super HI ace, Herat

### **About VWO:**

Voice of Women Organization (VWO) is an Afghanistan-based non-governmental, non-profit, non-political and non-partisan organization that specifically strives for the revival of women's role in Afghan societies through advocacy for women's rights, their legal and social protection and their capacity building.

VWO informally established in Kabul in 1998 to run covert schools for girls under the repressive regime of the Taliban, VWO was registered with the Government of Afghanistan as the first women's organization in the post-Taliban setup. The organization has since carried out scores of projects for the socio-economic advancement of Afghan women and girls. Voice of women organization established a headquarter office in 2004 in Herat province. At the beginning it focused on women-related matters and later on, in 2005, VWO established the first women protection center in Herat province. Currently the organization is operating in 3 provinces (Badghis, Farah and Ghor) of Afghanistan.

## **Scope of Services:**

The supplier will be required to provide the vehicles with on time delivery to the mentioned provinces according to standard quality and practice and then provide a separate sheet for the warranty of the concerned assets. The vehicles should be suitable for Office Use and be in a good quality.

The Assets should be delivered to VWO Sub-offices (Badghis, Farah, Ghor, Nimroz and main office of VWO in Herat.)

## **Requirements of Vehicles:**

### **Toyota Corolla Vehicles**

The successful proponent shall provide **five** corolla vehicles with below conditions:

- ❖ The minimum requirements for these vehicles are as follows:
  - Japanese Second Hand Toyota Corolla LE.
  - Model 2006 to 2007.
  - Color: White, Silver is preferred (Original colored).
  - Steering Left Hand of the Company.
  - Gearbox: Automat
  - Engine: 1ZZ, Four Cylinder (Petrol), engine checked and without steam and repairing.
  - License: Have Government Update License and Register in Traffic Affair Database.
  - Plate No: KBL -5
  - Situation: Fixed body, frame, AC (Air Condition), heater, electricity System and engine.
  - Good Condition Tire and Wheel Cap.

### **Toyota Wagon Vehicles**

The successful proponent shall provide **two** corolla vehicles with below conditions:

- ❖ The minimum requirements for these vehicles are as follows:
  - Japanese Second Hand 4WD Toyota Corolla Wagon.
  - Model 1995 to 1998.
  - Color: White, Silver and Steel is preferred (Original colored).
  - Steering Left Hand of the Company.
  - Gearbox: Manual (Gear)
  - Engine: Double Four Cylinder (Petrol), engine checked and without steam and repairing.
  - License: Have Government Update License and Register in Traffic Affair Database.
  - Plate No: KBL -5
  - Situation: Fixed body, frame, AC (Air Condition), heater, electricity System and engine.
  - Good Condition Tire and Wheel Cap.

### **Toyota Super HI ace Vehicles**

The successful proponent shall provide **five** Toyota Super HI ace vehicle with below conditions:

- ❖ The minimum requirements for this vehicle are as follows:
  - Japanese Toyota Super HI ace.
  - Model 2008 to 2010
  - Color: White is preferred
  - Steering Left Hand of the Company.
  - Engine: Four Cylinder (Petrol, 2694CC, 149 Horse power), engine checked and without steam and repairing.
  - License: Have Government License and Register in Traffic Affair Database.
  - New Plate KBL
  - Situation: Fixed body, frame, AC (Air Condition), heater, electricity Systems and engine.
  - Good Condition Tires



**Contract Qualification:**

The Supplier henceforth agrees to the terms and conditions as specified in the request for offers, and the subsequent offer received which forms part and parcel of the this agreement, and agreed to by the Supplier and, if any such offers are inconsistent, the Supplier is liable up to the extent of the inconsistency.

The terms as stipulated in the offer including delivery time and prices duly form reason for the nomination of the Supplier, and thus an acceptance by the Buyer of the offer, thus the contract and these terms will prevail in any conflict between the two parties.

**Special Conditions**

The contract conditions include any Special Conditions, referred to in the Purchase Order or in the Request for Tender and/or Request for Quotation and agreed to by the Supplier and, if any such Special Conditions are inconsistent with these Standard Conditions, the former will to the extent of the inconsistency prevail.

**Delivery**

Delivery of the Assets must be made at the time, place and in the manner, specified in Annex below. The Supplier agrees to supply/deliver the Assets and the Assets shall revert to the custody and thus acceptance by the Buyer at the designated points of delivery, as laid out in Annex which forms part of this contract.

When carrying the Asset to the specific location by the supplier, and if they are stolen or destroy at any causes, the supplier is responsible and the buyer doesn't have any responsibility.

**Quality:**

**Free from Defects.** The Assets must be free of defect in materials and workmanship; and of merchantable quality in conformity, and taking into consideration all such changes agreed to before signature of this contract.

The assets should be without accident, any cut parts, changed color, changed engine, changed Shasi Number, changed engine number and also should not have any an illegal documents and fake plate number.

**Rejection of Assets.** The Buyer can inspect the Assets at any time prior to acceptance and reject any Assets found not to be in accordance with the Contract.

**Latent Defects.** After acceptance the Buyer can reject Assets (in 15 working days) for any non-conformity with the Contract which could not have been discovered by reasonable inspection before acceptance.

**No Payment for Rejected Assets or Damage.** The Buyer will not be liable to pay for any rejected Assets or for any damage done to or arising from inspection or rejection of the Assets.

**Replacement or Refund.** If the Buyer rejects any Assets, the Supplier must, without prejudice to the Buyer's rights otherwise arising under the Contract or the general law, comply with a requirement of the Buyer to:

- (a) Replace, without cost to the Buyer, the rejected Assets with Assets in all respects in accordance with the Contract; or
- (b) Refund any payment for the rejected Assets.

**Inspecting Manufacture of Assets.** Without additional cost to the Buyer, the Supplier must provide reasonable access to premises and all other necessary assistance for the Buyer's representatives to inspect the manufacture of the Assets if deemed necessary.

**Warranty:**

**Correction.** If the Buyer gives prompt notice of any defect or omission discovered in Assets during any warranty period, the Supplier must correct that defect or omission without delay and at no cost to the Buyer.

**Cost of Warranty.** The Supplier must meet all costs of an occurrence incidental to the discharge of warranty obligations, including any packing, freight, disassembly and reassembly costs.

### **Inclusive Price**

**Withholding Tax on contractors:** Based on the income tax law of Afghanistan, VWO is obligated to deduct the tax from the total cost.

(a) Persons who, without a business license or contrary to approved by- law, provide supplies, materials, construction and services under contract to government agencies, municipalities, state entities, private entities and other persons shall be subject to 7 percent fixed tax in lieu of income tax. This tax is withheld from the gross amount payable to the contractor.

(b) Persons who have a business license and provide the services and other activities mentioned in paragraph (1) of this Article to the specified entities shall be subject to 2 percent contractor tax. The tax levied by this paragraph is creditable against subsequent tax liabilities.

(c) The tax mentioned in paragraph (1) and (2) of this Article shall be withheld by the payer from payment and shall be transferred to the relevant account within ten days. Contractors subject to this Article shall be required to, upon signing the contract, send a copy thereof to the relevant tax administration.

(a) All amounts payable for the use (whether in course of manufacture or usage of Assets) of patents, copyright, registered designs, trademarks, and other intellectual property rights shall be the full responsibility of the supplier.

(b) All charges for supply of the Assets, and no extra charges will be made for testing, inspecting, packing, insurance, or otherwise.

The above mentioned tax percentage would be deducted from the supplier's contract value through VWO and will be transferred to ministry of finance bank account.

### **Indemnity**

The Supplier indemnifies the Buyer against all loss, damage, or expense arising in respect of any action or claim for alleged infringement of any patent, copyright, registered design, trade mark or any other intellectual property rights, by reason of the purchase, possession or use of the Assets.

### **Assignment**

The Supplier must not, without consent in writing of the Buyer, assign the Supplier's rights under the Contract.

### **Subcontracting**

**Consent Required.** The Supplier must not, without consent in writing of the Buyer, subcontract the whole or any part of the work of manufacture or supply of Assets.

**Liability for Subcontractors.** The Supplier will be liable to the Buyer for the acts and omissions of any subcontractors as if those were the acts or omissions of the Supplier.

### **Applicable Law**

The Contract will be governed and construed in accordance with the law in force of the Islamic State of Afghanistan, in case of need for arbitration, both parties will nominate an arbitrator, and the arbitrator's judgment is final.

### **Payment**

The buyer will be paid 50 % of the total amount (through bank transfer) for the assets no later than within 5 working days and the rest 50% payment will be done after completion of 15 warranty period mentioned above, after the assets has passed to VWO, or receipt of a proper rendered invoice. Whichever is the later and supplier should provide their bank account details after getting the bid successfully.

### **Termination**

Special Events. If the Supplier;

- (a) Fails to deliver the Assets by the date required by the Contract;
- (b) Is in breach of any other material term of the Contract;
- (c) Being an individual makes any arrangement, assignment, composition, or agreement for the benefit of his or her creditors seeking a sequestration order against his or her estate.



(d) Being a company or corporation, comes under receivership or declared bankrupt or an application is filed seeking the appointment of a liquidator, receiver or other external administrator  
The Buyer can, without prejudice to any other rights and remedies it has under the Contract or otherwise, terminate the Contract in whole or part by notice in writing to the Supplier.

On such termination the Buyer will;

- (a) Cease payments under the Contract;
- (b) Recover from the Supplier all sums paid for undelivered Assets; and
- (c) Purchase similar Assets from alternative Suppliers and claim by way of indemnity from the Supplier any loss it may occur in doing so.

**Acceptance**

The performance of this Contract is deemed to be acceptance of the Standard Conditions of Contract stated herein.

No change in, or modification of, or addition to the terms and conditions contained in this Agreement shall be valid unless agreed upon in writing by both parties herein.

**Submission:**

One (1) electronic version or one (1) hard copies of the complete including. Qualifications Submittals, and Rate Schedule and Budget must be received no later than (4:00 PM), (19, Jan, 2020). Proposals must be delivered to:

**Add: Across Masjid e Raza, Badmorghan, Herat City, Afghanistan**  
Email: [info@vwo.org.af](mailto:info@vwo.org.af), [adil.zafar@colomboplan.org](mailto:adil.zafar@colomboplan.org)

**Timeline for selecting Company:**

Action	Date
Issue RFP	12, Jan, 2020
Receive All RFP Responses	19, Jan, 2020
Committee Reviews RFP Responses	20, Jan, 2020
Make Company Selection	21, Jan, 2020
Notify Company Selected	22, Jan, 2020

**Specifications, Quantity, Delivery Points, Duration, and Cost of Assets.**

**Note:** Separate budget should be send and please fill the below chart as well.

No	Item Description	Qty	Unit	Unit Cost (AFN)	Total Cost	POINT OF DELIVERY /DURATION
1	<p><b>Toyota Corolla LE.</b></p> <ul style="list-style-type: none"> <li>• Japanese Second Hand Toyota Corolla LE.</li> <li>• Model 2006 to 2007.</li> <li>• Color: White, Silver is preferred (Original colored).</li> <li>• Steering Left Hand of the Company.</li> <li>• Gearbox: Automat</li> <li>• Engine: 1ZZ, Four Cylinder (Petrol), engine checked and without steam and repairing.</li> <li>• License: Have Government Update License and Register in Traffic Affair Database.</li> <li>• Plate No: KBL -5</li> <li>• Situation: Fixed body, frame, AC (Air Condition), heater, electricity System and engine.</li> <li>• Good Condition Tire and Wheel Cap.</li> </ul>	5	Vehicle			
2	<p><b>Toyota Corolla Wagon:</b></p> <ul style="list-style-type: none"> <li>• Japanese Second Hand 4WD Toyota Corolla Wagon.</li> <li>• Model 1995 to 1998.</li> <li>• Color: White, Silver and Steel is preferred (Original colored).</li> <li>• Steering Left Hand of the Company.</li> <li>• Gearbox: Manual (Gear)</li> <li>• Engine: Double Four Cylinder (Petrol), engine checked and without steam and repairing.</li> <li>• License: Have Government Update License and Register in Traffic Affair Database.</li> <li>• Plate No: KBL -5</li> <li>• Situation: Fixed body, frame, AC (Air Condition), heater, electricity System and engine.</li> <li>• Good Condition Tire and Wheel Cap.</li> </ul>	2	Vehicle			

3	<p><b>Toyota Super HI ace:</b></p> <ul style="list-style-type: none"> <li>• Japanese Toyota Super HI ace.</li> <li>• Model 2008 to 2010</li> <li>• Color: White is preferred</li> <li>• Steering Left Hand of the Company.</li> <li>• Engine: Four Cylinder (Petrol), engine checked and without steam and repairing.</li> <li>• License: Have Government License and Register in Traffic Affair Database.</li> <li>• New Plate KBL</li> <li>• Situation: Fixed body, frame, AC (Air Condition), heater, electricity Systems and engine.</li> <li>• Good Condition Tires</li> </ul>	5	Vehicle	
<b>Total:</b>				

**Ms. Suraya Pakzad**  
**Executive Director**  
**Voice of Women Organization**

Signature.....*Suraya Pakzad*

