



AFGHAN VALUE CHAIN-LIVESTOCK

Request for Quotation (RFQ)

RFQ-AVCL-KAB-20-0004

Provision of Transportation Services for AVC-L Kabul & Field Offices

Issue Date: January 22, 2020

WARNING: Prospective Offerors, who have received this document from a source other than the AVC-LIVESTOCK project, should immediately contact AVC-LIVESTOCK and provide their name and mailing address in order that amendments to the RFQ or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility if they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued to offerors via email.

Synopsis of the Request for Quotation

DAI, implementer of the USAID funded AVC-LIVESTOCK Project, invites qualified vendors to submit quotations for Provision of Transportation Services for AVC-L Kabul & Field Offices:

1. RFQ No.	RFQ-AVCL-KAB-20-0004
2. Issue Date	January 21, 2020
3. Title	Provision of Transportation Services for AVC-L Kabul & Field Offices
4. Issuing Office & Soft copy Address for Submission of Quotations	AVC-Livestock Procurement Submit hard copy <u>with</u> Sign and stamp Add: Darya Village Hawashenasi Road, District#9, Kabul. Contact Person: Lema Azam / +93 (0) 0796 46 88 49
5. Deadline for Receipt of Quotes	4:00 pm, Kabul local time on January 29, 2020.
6. Point of Contact and questions regarding RFQ	AVC-LIVESTOCK – Avc-L_procurementinbox@dai.com Questions are due no later than 4 pm local time Kabul on January 27, 2020. All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email to the Issuing Office. Each Bidder is responsible for reading very carefully and understanding fully the terms and conditions of this RFQ. All questions received will be compiled, answered in writing and distributed to all interested Bidders. It is each interested bidder's responsibility to check for any modification or update prior to submitting their final bid.
7. Anticipated Award Type	Firm Fixed Price Purchase Order
8. Basis for Award	An award will be made to the responsible bidder whose bid is responsive to the terms of the RFQ and is most advantageous to DAI, considering price or/and other factors included in the RFQ. To be considered for award, bidders must meet the requirements identified in Section 12, "Determination of Responsibility". No discussions or negotiations are permitted with bidders, and therefore bidders shall submit their best and final price.
9. General Instructions to Bidders	<ul style="list-style-type: none"> • Submit Hard copy to the above-mentioned address, no later than 4:00 PM Kabul local time, January 29, 2020. • Include a statement that the vendor fully understands that their quote must be valid for a period of one year from the date of award. • Bidders shall sign and date their quotation. • Bidders shall complete Attachment A: Price Schedule template.

	<ul style="list-style-type: none"> • The payment will be made upon submission and acceptance of an invoice. • The bidder shall quote as per consideration of technical specification (attachment B) • The amount will be transferred only to the company accounts not to any individual account. • DAI/AVC-Livestock reserves the rights to cancel or terminate the BPA if the company is not able to provide the satisfactory services. • Make ready requested Vehicle (s) immediately after the order placement. • All Prices shall be quoted in Afghanistan currency Afghani. • The proposed price is firm fixed price purchase order valid for one year from the day of the contract. • Considered vendor should be able to make available Vehicles for technical inspection of the quoted Vehicles within 24 hours after official notice from DAI-AVCL procurement department, (if required). • The proposal that does not meet technical specifications will not be considered. • DAI-AVCL may reject any quote with unrealistically high or low in cost/price. • DAI AVC-L has a right to increase or decrease quantities. • Valid Government license (Ministry of Commerce business licenses to operate in Afghanistan). • Vendor must agree to payments to company account via bank wire only • Tax: Pursuant to Article 72 in the Afghanistan Tax Law effective March 21, 2009, DAI is required to withhold "contractor" taxes from the gross amounts payable to all Afghan for-profit subcontractors/vendors with aggregate amounts of AFN500,000.00 Afghani or greater and transfer this to the Ministry of Finance. In accordance with this requirement, DAI shall withhold two percent (2%) tax from all gross invoices to Afghan subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce license. For subcontractors/vendors without active AISA or Ministry of Commerce license, DAI shall withhold seven percent (7%) "Contractor" taxes per current Afghanistan Tax Law. • Failure to meet any of these terms could result in disqualification from this award process.
<p>10. Questions Regarding the RFQ</p>	<p>Each Bidder is responsible for reading very carefully and fully understanding the terms and conditions of this RFQ. All communications regarding this solicitation are to be made solely</p>

	<p>through the Issuing Office and must be submitted via email to the Issuing Office no later than the date specified above. All questions received will be compiled and answered to all interested Bidders.</p>
<p>11. Technical Specifications and requirements for Technical Acceptability</p>	<p><i>Vendor will provide the following: (See Attachment B for additional specifications)</i></p> <ul style="list-style-type: none"> • Vehicle/Driver must be available during official office hours from Sunday - Thursday, and maybe on Saturday as well if needed. (sometimes may be due to traffic or extension of meeting the vehicle may wait longer than the official timing, not bond to the exact timing of 8 am till 4:30. • Your price includes all expenses of the vehicle (Fuel, maintenance/repairing and driver salary...) • The vehicle must have complete legal documentation, DAI-AVCL is not responsible for any legal concern regarding the vehicle and driver. • The driver must have a valid driver's license including Tazkera ID. • Insurance of the vehicle & Driver is under the responsibility of the vendor, not DAI-AVCL. • Vehicle/Driver shall be available to travel DAI-AVCL provincial based offices districts near the regional office. • The vehicles should fully function including the AC/Heater whenever needed. • The vehicles must have emergency tools including (Jack, towropes, fire extinguisher and spare tire. • The vehicles manufactured (Toyota Corolla model 2007 or Above) • In addition to meeting the Technical Specifications listed above, offerors are required to meet or exceed the significant non-cost factors listed below: <ul style="list-style-type: none"> a. Offerors must possess at minimum 2 of years of relevant in-country experience, including import and delivery of large equipment and machinery, or similar goods to other customers. b. The offeror should confirm they do not require any advance payment prior to the delivery of services.
<ul style="list-style-type: none"> • Determination of Responsibility 	<p>DAI will not enter into any type of agreement with a vendor prior to ensuring the vendor's responsibility. When assessing a vendor's responsibility, the following factors are taken into consideration:</p>

	<ol style="list-style-type: none"> 1. Provide copies of the required government license (Ministry of Commerce business licenses to operate in Afghanistan). 2. Active DUNS number. 3. The source, origin, and nationality of the goods or services are not from a Prohibited Country (explained below). 4. Ability to comply with required or proposed delivery or performance schedules. 5. Pursuant to USAID Mission Order 201.04 (4-14.001), AVC-Livestock is required to vet all non-US parties selected for the award of a subcontract/procurements equal to or in excess of the Afghani equivalent to USD \$25,000. Please be prepared to complete and submit the Attachment C PIF and provide all supporting documentation to the Procurement Unit if requested to do so. The vetting process may take up to 4 weeks to complete.
<ul style="list-style-type: none"> • Geographic Code 	<ul style="list-style-type: none"> • Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries. • Geographic Code 935: Goods and services from any area or country including the cooperating country but excluding Prohibited Countries. • DAI must verify the source, nationality and origin, of goods and services and ensure (fully possible) that DAI does not procure any services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. The current list of countries under comprehensive sanctions include: Cuba, Iran, North Korea, Sudan, and Syria. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI. • By submitting a quote in response to this RFQ, Bidders confirm that they are not violating the Source and Nationality requirements and that the services comply with the Geographic Code and the exclusions for prohibited countries.
<ul style="list-style-type: none"> • Data Universal Numbering System (DUNS) 	<p>All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$25,000 and above are required to obtain a DUNS number prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Bidders sign the self-certification statement if the Bidder claims exemption for this reason.</p> <p>This procurement requires a DUNS number. If you do not have one yet, you may request Attachment E: Instructions for Obtaining a DUNS Number.</p>

	For those not required to obtain a DUNS number, you may request Attachment F: Self-Certification for Exemption from DUNS Requirement
<ul style="list-style-type: none"> • Compliance with Terms and Conditions 	Bidder shall be aware of the general terms and conditions for an award resulting from this RFQ. The selected Bidder shall comply with all Representations and Certifications of Compliance listed in Attachment C.
<ul style="list-style-type: none"> • Procurement Ethics 	By submitting a Bid, Bidders certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Bidders or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com .

Attachment A: Price Schedule

The offeror shall prepare unit and total quotations for the items in the price schedule. Supplier should confirm provision of transportation services for AVC-Livestock Kabul and field Offices.

#	Items Description	Item Specifications	QTY	Unit	Unit Price - AFN	Total Price AFN
1	Left hand drive vehicle Toyota Corolla or (Equivalent), Manufactured 2007, must meet all specification mentioned above. (Kabul)	Model year 2007 or above left-hand steering wheel	2	Month		
2	Left hand drive vehicle Toyota Corolla or (Equivalent), Manufactured 2007, must meet all specification mentioned below. (Mazar)	Model year 2007 or above left-hand steering wheel	1	Month		
3	Left hand drive vehicle Toyota Corolla or (Equivalent), Manufactured 2007, must meet all specification mentioned below. (Kandahar)	Model year 2007 or above left-hand steering wheel	1	Month		
4	Left hand drive vehicle Toyota Corolla or (Equivalent), Manufactured 2007, must meet all specification mentioned below. (Herat)	Model year 2007 or above left-hand steering wheel	1	Month		
5	Left hand drive vehicle Toyota Corolla or (Equivalent), Manufactured 2007, must meet all specification mentioned below. (Jalalabad)	Model year 2007 or above left-hand steering wheel	1	Month		
Total amount in AFN:						

Cover Letter

We, the undersigned, provide the attached quote in accordance RFQ-AVCL-KAB-20-0004 dated _____ Our attached quote is for the total price of _____ (figure and in words)

I certify a validity period of one year from the day of contract for the prices provided in the attached Price Schedule/Bill of Quantities. Our quote shall be binding upon us subject to the modifications.

We understand that DAI is not bound to accept any quotes it receives.

Authorized Signature:	
Name and Title of Signatory:	
Name of Firm:	
Address:	
Telephone:	
Email:	

Company Seal/Stamp:

Attachment B:

DAI-AVCL is looking for a vendor to provide transportation services to include 6 vehicles and drivers for its Kabul, Herat, Mazar, Jalalabad and Kandahar regional offices. Two vehicles/drivers for Kabul office and four vehicles/drivers for other four regions.

- Vehicle/Driver must be available during official office hours from Sunday - Thursday, and maybe on Saturday as well if needed. (sometimes may be due to traffic or extension of meeting the vehicle may wait longer than the official timing, not bond to the exact timing of 8 am till 4:30.
- Your price includes all expenses of the vehicle (Fuel, maintenance/repairing and driver salary...)
- The vehicle must have complete legal documentation, DAI-AVCL is not responsible for any legal concern regarding the vehicle and driver.
- The driver must have a valid driver's license including Tazkera ID.
- Insurance of the vehicle & Driver is under the responsibility of the vendor, not DAI-AVCL.
- Vehicle/Driver shall be available to travel DAI-AVCL provincial based offices districts near the regional office.
- The vehicles should fully function including the AC/Heater whenever needed.
- The vehicles must have emergency tools including (Jack, towropes, fire extinguisher and spare tire.
- The offered vehicles should have functioning AIR condition (AC)
- The vehicles manufactured (Toyota Corolla model 2007 or Above)

Attachment C: Past Performance Chart

*Include projects that best illustrate your experience providing transportation services for international NGOs or contractors.
Projects should have been undertaken in the past three years.*

#	Project Title	Description of Activities	Client Name, Contact Name & Tel/Email Funding Agency if applicable (ego. USAID/UN)	Location City/	Cost in USD	Period of Performance	Type of Agreement, Subcontract, Grant, PO (fixed price, cost reimbursable)
1							
2							
3							
4							
5							

1.1 Attachment D: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- The Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor/Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.
4. Trafficking of Persons – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.
5. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
6. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAI with a disclosure statement describing this information.
7. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
8. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws..
10. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.

11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a quote, bidders agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.

Attachment E: Proposal Checklist

Offeror: _____

Have you?

Submitted your quotation to the stated address specified above?

Does your proposal include the following?

Signed Cover Letter

Price Schedule (*use template in Attachment A*) / Quotations of the Product that meets the technical requirements as per Attachment B

Include exact specifications of Vehicles.

Documents use to determine Responsibility (Ministry of Commerce License or Ministry of Information and Culture Trading License, to operate)

President and vice president copy of passport or Tazkira ID

Active company Bank Account number details