

<b>Buyer Name: AECOM/SWIM</b>  Telephone: 0728922122 Fax: NA  Email: <a href="mailto:swimcontracts@swimafg.com">swimcontracts@swimafg.com</a>  Location: The Baron, Kabul Afghanistan	<b>Ship To Name:</b>  Attention: Contracts Unit Address: AECOM/SWIM office Kabul City/State/Zip: Kabul City Telephone: 07289 22 122	<b>Vendor Name:</b>  Attention: Address: City/State/Zip: Telephone: Fax: Email:	<b>Business Size:</b>
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<b>Issue Date:</b>	February 11, 2020
<b>Quote Due Date:</b>	March 02, 2020 at 4:30 PM
<b>Quote Valid Until:</b>	May 2020

<b>Required Delivery Date</b>
April 2020

<b>Commercial Item:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Payment Terms:</b>	Net 30
<b>FOB:</b>	<input type="checkbox"/> Origin <input type="checkbox"/> Destination

Line Item	QTY	U/M	Part # / NSN # (3)	Description/Condition	EAR/ECCN (2)	ITAR or USML Classification (1)	Lead Time	Unit Price AFN	Extended Amount AFN
1	N/A	Each	N/A	On-Farm Water Management Practices Training (See Annexes A and B below)	N/A	N/A	N/A		
*****For additional line items use page 3*****									
FAR 52.203-11 Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions and FAR 52.203-12 Limitations on Payments to Influence Certain Federal Transactions are incorporated in full in ALL offers expected to exceed \$150,000 and governed by the FAR. Therefore, by signing/submitted an offer greater than \$150,000, you (subcontractor) hereby certify, to the best of your knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on its behalf in connection with the awarding of this contract. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.								<b>Grand Total in AFN</b>	

Offeror's Signature \_\_\_\_\_

Date \_\_\_\_\_

**Instructions to Offerors:**

Complete and send offers to the Buyer not later than **4:30 p.m.** Kabul local time. **Offeror must itemize taxes and freight charges or identify if taxes and freight are included. Lead Time must be included in proposal.** This request for quote does not constitute an order. Buyer will not pay offer preparation costs. Buyer may accept other than the lowest priced offer based on trade-offs between cost and quality or to further its socioeconomic programs. Buyer reserves the right to reject offers (a) received after the date and time specified, (b) not responsive to the solicitation, (c) with unbalanced line item pricing, or (d) from vendors restricted from doing business with the U.S. Government.

Notwithstanding the terms of this Request for Quote/Proposal, offeror acknowledges that AECOM reserves the right to reject any or all Quotes/Proposals for whatever reason AECOM determines, in its sole discretion, to be in its best interests. Offeror further acknowledges that AECOM may for whatever reason waive any or all formalities and terms of this Request for Quote/Proposal and that nothing in the terms of this Request for Quote/Proposal shall give rise to any claim or cause of action, including without limitation any claim for breach of implied-in-fact contract to treat Quotes/Proposals in accordance with the terms herein.

- Material Safety Data Sheets (MSDS) are required with quote.
- No substitutes or Form Fit and Function alternative part numbers will be accepted.
- Product or Service is in support of a Government Contract.
- Shipping – Package items for shipment in accordance with the International Air Transport Association (IATA) regulations.
- Freight MUST be priced Separately
  - <sup>(1)</sup> Please provide the applicable U.S. Department of State International Traffic in Arms Regulations (ITAR) United States Munition List (USML) classification category or the U.S. Dept. of Commerce Export Administration Regulations (EAR).
  - <sup>(2)</sup> Export Controls Classification (ECCN) for your product.
  - <sup>(3)</sup> Additionally, please provide the National Stock Number (NSN) of the products requested, if applicable.

The following apply to this Request for Quote:

- DPAS Rated Order:
- Buy American Act
- Buy American—Free Trade Agreements—Israeli Trade Act
- Trade Agreements Act
- Preference for Certain Domestic Commodities—Berry Amendment
- Restriction on Acquisition of Hand or Measuring Tools—Berry Amendment
- Prime Contract Flow Downs as provided in Mandatory Flow Downs (F09-PR-067)
- Tax Exempt as provided

Terms and Conditions:

- Terms and Conditions (F09-PR-006)
- Terms and Conditions—Commercial (F09-PR-012)

Representations and Certifications:

- Vendor Business Registration/Representations and Certifications—Non-Commercial (F09-PR-046)
- Vendor Business Registration/Representations and Certifications—Commercial (F09-PR-013)
- Indirect and Non-Government Vendor Business Registration (F09-PR-024)
- Supplemental Certifications (F09-PR-028)

Wage Determination:

- Service Contract Act as provided
- Davis Bacon Act as provided

## Annex A

### Scope of Work On-Farm Water Management Practices Training

**Location:** Provinces of Balkh, Badakhshan and Samangan

**Type of Contract:** Purchase Order (PO)

**Expected Starting Date:** O/A April 2020

**Duration of Initial Contract:** 4 months

#### Background/ Rational

Strengthening Watershed and Irrigation Management (SWIM) is a five-year, USAID-funded program for Afghanistan implemented by AECOM, with a main office in Kabul, Afghanistan, and implementing program office in Mazar-e-Sharif. USAID's Strengthening Watershed and Irrigation management (SWIM) aims to support sustainable, agriculture-led economic growth by increasing the sustainable and productive use of water livelihoods and strengthening water resource management. The project focuses on three components: increase productive and sustainable use of water in agriculture; strengthen the water regulatory framework; and strengthen capacity of local entities to manage water resources. Activities will provide capacity building, technical services, and related resources to support farmers and farm communities as they manage their water and on-farm resources. Also, provide support to USAID's Regional Agriculture Development Programs (RADPN) to increase agricultural water productivity. The SWIM Program's three technical components are:

1. Increased Productive and Sustainable Use of Water in Agriculture;
2. Strengthen the Water Regulatory Framework; and
3. Strengthen Capacity of Local Entities to Manage Water Resources.

#### Overall Objective:

The overall objective of this activity is to train 3,023 farmers, members of associations and civil servants in OFWM techniques and establish 23 Drip Irrigation Demo-plots (Established Orchards) in SWIM's three targeted provinces (Balkh, Badakhshan and Samangan) in north Afghanistan based on SWIM specification.

#### Detailed scope of Work:

In collaboration with SWIM, the prime responsibility of the vendor is to deliver the following tasks, within the agreed schedule.

#### Theoretical Training:

- Develop separate training curriculum, training materials and training manual in three languages (English, Pashto and Dari) for farmers/association members and civil servants.
- Develop separate implementation plan including implementation methodology of the proposed training for farmers/association members and civil servants.
- Develop brochures/leaflets in Pashto, Dari and English languages on On-Farm Water Management concept.
- Conduct two days (theoretical and practical) training to farmers/association members and civil servants on On-farm Water Management.
- Develop and conduct pre-& post-tests training evaluation.

**Practical Training:**

- For practical training supply, deliver and install drip irrigation system in 23 demo-plots of selected orchards.
- Conduct formal and practical training in the field of On-Farm Water Management practices (OFWM) and Improved Irrigation techniques.

**Deliverables:**

**1<sup>st</sup> Deliverable: Designing and provision of training package**

- Realistic and SMART Implementation Training Plan for 3,023 participants in On-Farm Water Management.
- Develop comprehensive training methodology for both practical and theoretical sessions.
- Develop comprehensive training material in three languages (Pashto, Dari, and English) including Training Manual, Curriculum, Presentation, Video clips, Images, Agenda, and Pre and Post Test Forms.
- Submit complete training package to SWIM after the first week of the award of contract for review and approval.
- Develop brochures/leaflets in Pashto, Dari and English languages on On-Farm Water Management concept.

**2<sup>nd</sup> Deliverable: Delivery and Installation of 23 drip irrigation systems**

- Deliver and install 23 drip irrigation systems in 23 sites after SWIM QA/QC department quality check/ verification.
- Submit completed 23 Drip Irrigation Demo-Plots Establishment and Installation Report to SWIM for review and approval.

**3rd Deliverable: Training Implementation**

- Conduct two days (one day theoretical & one day practical) training for 3,023 selected beneficiaries.
- Every training session should not exceed 50 participants.
- Each training session must be managed by one master and one co-trainer.

**4th Deliverable: Project Close-Out and Reporting**

- Submit consolidated report (training part plus 23 Demo-Plots) confirming that the entire activity from the start to the end for all provinces is completed.
- The vendor shall submit regular reports upon completion of each deliverable to SWIM contract team.
- The final report shall be of a high-quality standard and submitted in the template shared by SWIM.
- Submit regular progress report.

**Minimum Qualification and Eligibility:**

- Demonstrated (3) years’ experience in both practical and theoretical training experience in On-Farm Water Management Training.
- Provide qualified experts such as master and co-trainers with a minimum of 3 years professional experience, required for the implementation of the services described in this SoW.
- The master and co-trainers hired by Offeror should have bachelor’s degree in agriculture (Specifically Irrigation and Horticulture) and/or related field

- The master and co-trainers should know local languages (Pashto, Dari, Uzbaki and Turkmani).
- Experience with USAID or other international organization will be preferred.

**Selection Criteria:**

The RFQ will be evaluated based on the following criteria:

<b>Area of Evaluation</b>	<b>Maximum Marks</b>
Past performance and similar experience in On-Farm Water Management training: at least three projects completed in this area. Final Completion Reports including photos are required.	25
Work Methodology and Work Implementation Plan for 3,023 participants.	20
Key Experts, qualifications and CVs with at least 3 years working experience in the field of OFWM training. Bachelor's in Agriculture qualification and/or related field required.	25
Cost proposal	30

**Reporting:**

The SWIM senior team will ensure the proper briefing during the kickoff meeting to contracted company on the assignment, provide guidance, advice, supervision and quality of deliverables and timely delivery of the expected outputs/results. Upon completion of contract assignments, the SWIM senior team will certify relevant documents; evaluate the vendor's works and follow-up on the payments based on below reporting process.

<b>Progress Reports and Final Report</b>	
Confirmed by	Approved by
M&E	SWIM

**Duration of Contract**

-The period of performance for this training is four (4) months.

**1. On-Farm Water Management Training for 950 Farmers, Association Members and civil servants including 80 women in Badakhshan Province**

Detailed Bill of Quantity (Training Services)					
Item Description	Unit	Quantity	Unit Rate AFN	Total Cost AFN	Remarks
Mobilization and demobilization of Technical staff to the region include transportation, accommodation and foods.	LS	1			
Key experts Salary package including Master and Co-Trainers.	No	2			
2 Training Halls with power and electricity facilities and with a capacity of 50 persons per day	Hall	2			
Training Facilities such as Projector, Flip Charts, white board, stands, and stationaries only for trainers.	LS	1			
Design, draft, print and provide On-Farm Water Management brochures/leaflets in both languages Pashto and Dari.	Each	950			
Cost for distribution of cash for transportation of 950 participants based on SWIM prepared mechanism	LS	1			
Cost for <b>two times</b> refreshment to be provide for each participant.	person	950			
Cost for <b>one-time</b> lunch to be provide for each participant.	person	950			
Admin cost	LS	1			
<b>Total Cost AFN</b>					

**2. On-Farm Water Management Training for 769 Farmers, Association Members and civil servants including 80 women in Balkh Province.**

<b>Detailed Bill of Quantity (Training Services)</b>					
<b>Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Unit Rate AFN</b>	<b>Total Cost AFN</b>	<b>Remarks</b>
Mobilization and demobilization of Technical staff to the region include transportation, accommodation and foods.	LS	1			
Key experts Salary package including Master and Co-Trainers.	No	2			
One Training Hall with power and electricity facilities and with a capacity of 50 persons per day	Hall	1			
Training Facilities such as Projector, Flip Charts, white board, stands, and stationaries only for trainers.	LS	1			
Design, draft, print and provide On-Farm Water Management brochures/leaflets in both languages Pashto and Dari.	Each	769			
Cost for distribution of cash for transportation of 769 participants based on SWIM prepared mechanism	LS	1			
Cost for <b>two times</b> refreshment to be provide for each participant.	person	769			
Cost for <b>one-time</b> lunch to be provide for each participant.	person	769			
Admin cost	LS	1			
<b>Total Cost AFN</b>					

**4. On-Farm Water Management Training for 1304 Farmers, Association Members and civil servants including 160 women in Samangan Province.**

Detailed Bill of Quantity (Training Services)					
Item Description	Unit	Quantity	Unit Rate AFN	Total Cost AFN	Remarks
Mobilization and demobilization of Technical staff to the region include transportation, accommodation and foods.	LS	1			
Key experts Salary package including Master and Co-Trainers.	No	2			
One Training Hall with power and electricity facilities and with a capacity of 50 persons per day	Hall	1			
Training Facilities such as Projector, Flip Charts, white board, stands, and stationaries only for trainers.	LS	1			
Design, draft, print and provide On-Farm Water Management brochures/leaflets in both languages Pashto and Dari.	Each	1304			
Cost for distribution of cash for transportation of 1304 participants based on SWIM prepared mechanism	LS	1			
Cost for <b>two times</b> refreshment to be provide for each participant.	person	1304			
Cost for <b>one-time</b> lunch to be provide for each participant.	person	1304			
Admin cost	LS	1			
<b>Total Cost AFN</b>					

**Enlisted identified (23) Drip-Irrigation Demo-Plots in Selected Orchards:**

1. Selected Demo-Plots/Orchards in Badakhshan Province (6)
2. Selected Demo-Plots/Orchards in Balkh Province (6)
3. Selected Demo-Plots/Orchards in Samangan Province (11)

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Bill of Quantity for Drip Irrigation System for 2000 sq. Orchard Size (40m x 50m) Total 80 Trees					
No	Item Description	Unit	Quantity	Unit Rate AFN	Total Cost AFN
1	Plastic Clips PE100x 2-inch x 1/2-inch Best quality x Afghanistan Made	Piece	16.00		
2	Valve (Plastic PE100) 16 mm Best Quality x China	Piece	16.00		
3	Filter (Plastic PE100) 2 inch Best Quality x China Including connection equipment	Piece	1.00		
4	Main pipe (Plastic PPR) 2 inch Best Quality x Afghanistan Made x 20 Bar Pressure x 6mm wall thickness	Meter	50.00		
5	Metallic table (including material + manufacturing cost) 3.5m height x 2m width x 2m length x Best Quality Material X Including cost of Cement for 50cm footing at the ground	Piece	1.00		
6	Water tank (including metallic base support) 3000 liters plastic water tank x bottle type x PE3840	Piece	1.00		
7	Globe valve x Best Quality x 2-inch x PPR x Best Quality x Afghanistan Made	Piece	1.00		
8	Elbow PPR, Best Quality x 2-inch x PPR x Best Quality x Afghanistan Made	Piece	2.00		
9	Drip Pipe without dripper x Best Quality x 16 mm x 1mm wall thickness	Meter	800.00		
10	End Stop, Best Quality x 2-inch x PPR x Best Quality x Afghanistan Made	Piece	2.00		
11	End Stop 16 mm x PE100 x Best Quality x Made in China	Piece	16.00		
12	Dripper with capacity of 2 to 4 liter per hours x Best Quality x Made in China or Dripper with adjustable capacity x Best Quality x Made in China	Piece	320.00		
13	Plastic T, Best Quality x 2-inch x PPR x Best Quality x Made in Afghanistan	Piece	1.00		
14	Portable HONDA WB20XT 2-inch x Water Pump including generator along with 20m x 2-inch Plastic pipe best quality	No	58		
15	Agricultural Tools (Planting Boards A3 size, Measuring Tapes, Shovel (5), Wheelbarrows) made in Afghanistan	Set	58		
16	Transportation & Installation Charges for each demo plot	LS	<u>Lum Sum</u>		
<b>Sub Total (AFN) for drip Irrigation Tools for 1 <u>Jerib</u> orchard/demo-plot</b>					
<b>Grand Total (AFN) for drip Irrigation tools for 23 <u>Jerib</u> orchards/demo-plots</b>					

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<b>Summary of Bills of Quantity</b>	
Total cost for On-Farm training Badakhshan	
Total cost for On-Farm training Balkh	
Total cost for On-Farm training Samangan	
Total cost for 23 Demo-Plots/Orchards	
<b>Grand Total Cost (AFN)</b>	

**Important Notes:** *The passthrough plus fee cost for transportation will be reimbursed on weekly basis to the vendor and will be tracked on a separate sheet/tracker by SWIM finance department. The cost for transportation will be distributed to each participant based on the SWIM cash disbursement mechanism and procedure. No advance payment allowed!*

*As far as Refreshment and Lunch are concerned, SWIM will make the payment to vendor for lunch and refreshments to the vendor and the vendor will be responsible for all the required steps and procedures such as providing, facilitating and management of the fair lunch and refreshment memo. No advance payment allowed!*

*Based on instructions from the Revenue department of Afghanistan, transportation costs distributed to the training participants by the vendor are tax-free. As a result, the vendor should not apply any tax on these amounts.*

## **Annex B: Other Requirements Special Notes to Offerors**

- The Offeror shall be responsible for calling the trainees to the training sessions as per SWIM provided trainees list.
- The Offeror shall be responsible to hire proper, clean, well-equipped and acceptable training hall including all required facilities.
- The Offeror shall be responsible to hire qualified master and co-trainers (male & female).
- The Offeror shall be responsible to report on a timely manner, any possible issues and challenges related purchase order to the SWIM's contract team.
- After the training, the offeror shall be responsible to enter all trainees' information into a standard Excel format provided by SWIM.
- The Offeror shall be responsible for printing, collecting and entry and scanning of all pre- and post-test forms. Also, the Offeror shall be responsible to complete, print, sign, scan and enter all the training forms, including attendance sheets, cash disbursement sheets, photo release forms and M&E data collection forms etc.
- The Offeror shall be responsible to submit required forms as per the Directorate of Legal Services and Revenue Department of Ministry of Finance, whenever a legal or natural person receives an amount as a deposit and acts as an agent to distribute cash to the third party while not having possession on the amount and does not have profit so, there will be no tax charges. Therefore, for this activity the vendor is exempted from any tax payment to government of Afghanistan.
- The Drip Irrigation System will be installed in the identified and listed orchards area. Prior to the award, SWIM will provide the list, location and GPS coordinates of the landowners.
- Submit the package (Drip Irrigation system) to SWIM for verification and approval.
- The vendor shall provide all the original photos (soft) taken during the period of performance (in the theoretical & practical trainings as well as during the installation of drip-irrigation system).
- The Offeror shall be responsible to submit hard copies of invoices, Bank Account information and TIN to SWIM's Contracts Team.
- Cash disbursement of transportation for all the training participants shall be the Offeror's responsibility. The transportation rates shall be shared with Offeror based on approved SWIM procedures.
- Refreshment and lunch for all the training participants shall be the Offeror's responsibility.
- No advance payment will be provided to the Offeror for cash disbursement except if agreed and approved by SWIM's Chief of Party.
- All forms shall be verified and signed by SWIM's Field representative.

- The Offeror shall deliver all original documents to SWIM Regional Office on a weekly basis.
- All documents/forms shall be attested/certified by SWIM Regional office and scanned copies of all supporting documents shall be submitted to Kabul office for payment and further processing.
- The detailed list of locations for the trainings will be provided to the winning vendor prior to the award stage.
- The cost of this activity must be priced in AFN (Afghanis) and it is the offeror's responsibility to review all quantities and verify with the Scope of Work in order to submit a complete and accurate proposal.
- Awards resulting from this RFQ will be Firm Fixed Price Purchase Order (PO), except for the payment of pass-through (transportation to the training participants), which will be based on actual payments made.
- Offerors must submit active DUNS number and SAM registration. Failure to provide active DUNS number and SAM registration will lead to disqualification.
- Technical quotes will be evaluated on a scale of 100 points maximum. To be considered bidders must receive a technical score of 70 points or more. Then their financial proposals will also be reviewed.
- Proposals must be submitted separately via two different emails. The first email shall include the technical proposal as an attachment and should be named "**Technical Proposal**" and the second email shall include the cost proposal and should be named "**Cost Proposal**." If the submission will be through several emails, then the emails should be sequentially numbered indicating the total number of emails that will be submitted (example 1/4, 2/4, 3/4 and 4/4).
- The file attachment should be in a format that can be opened by one of the following applications: PDF, MS Word, MS Excel, MS PowerPoint. The submission of attachments in any other format may result in disqualifying the offer.
- Please note that the SWIM email server has a limitation of 20MB for the total attachments per single email. It is strongly recommended that the size of ALL attachments per a single email be less than 20MB.
- Submission of Questions: Offerors must submit their proposal via email ONLY at **swimcontracts@swimafg.com** and hard copy of submission will not be allowed. In addition, the offerors are required to address questions in writing to SWIM via email ONLY to **Alpha.koroma@swimafg.com**, **Abasin.nawan@swimafg.com**, Offerors must insert in the subject line of their email the full solicitation number of this RFQ.

**END OF RFQ**