



**REQUEST FOR QUOTATION (RFQ)**  
**Procurement of Equipment & Inputs for Farmers in Goshta, Surkhrod, Kuz Kunar  
and Rodat Districts of Nangarhar Province**  
**REFERENCE NO: ANHDO / 20-003**

**Announcement date: Monday 17 Feb, 2020**

**Deadline for Submissions: Sunday 08 Mar 2020 by 4:00 PM**

**A. Objective**

The objective of this RFQ is to identify the Company who can supply, delivery Equipment & Inputs for orchards in Goshta, Surkhrod, Kuz Kunar and Rodat Districts of Nangarhar Province with all the below specifications. The selected vendor is expected to supply the mentioned Tools & inputs in due date with given specifications.

**B. Project Background**

The Afghanistan National Horticulture Development Organization (ANHDO) is a non-governmental organization registered under the laws of Afghanistan for the support and development of the perennial horticulture industry of Afghanistan.

ANHDO is implementing a project **Support Services for Efficient Production of Citrus in Nangarhar.**

**C. Delivery Terms**

The **successful bidder will pay for the carriage of the Services** up to the named place of destination to Goshta, Surkhrod, Kuz Kunar and Rodat Districts of Nangarhar Province.

All the bidders are requested to submit the hard copy of their proposals to ANHDO Office, Taimani Street 9 beside Moi Mobarak, District 10, and Kabul, Afghanistan.

**Buyer Contact Person:** Ahmad Farid Rahimi, Logistic & Procurement Officer, +93 729804031

**D. Minimum Technical Specifications**

**1 - Provide a full presentation of the company with detail of all technical requirements:**

- A. Full presentation of the company with reference letter
- B. Skills of the team (provide CV of technical staff and reference letter)
- C. Presentation of the equipment's used in installation of the water pumping system.

**2- Provide proof of experience in supplying and installation:** (provide 2 contracts to ANHDO for supplying and installation of water pumping system in last three years).

**Location:**

Goshta, Surkhrod, Kuz Kunar and Rodat Districts of Nangarhar Province.

**Services included in the offered price:**

- All cost including (Transportation, accommodation and Food cost)

**A. Economic Offer**

Interested bidders shall use the **template (Annex-1)** to submit their economic offer. The bidder shall need to fill the actual technical characteristics of the offered Goods/Services and include their offered unit cost rate per item to produce the **Bidding Document**.

**Conditions:**

- Partial bids that will not provide an offer for the whole Scope of this RFQ will be **not** considered as valid for evaluation.
- Only bids in **AFN** will be considered.
- The Economic Offer must be **valid for 30 calendar days** from the day of bid submission.
- The Economic Offer needs to be **inclusive of any GoA taxes**; i.e.2% for registered suppliers OR 7% for those that are not registered.
- The Economic Offer is **inclusive of all related** supply, delivery, operational and tax costs as per Delivery Terms and Minimum Technical Specifications.

**B. Anticipated Delivery Time**

ANHDO and the successful bidder (supplier) will proceed ASAP with the contract signature. Following the signature of the contract, the supplier will coordinate with ANHDO to complete the supply, delivery and installation of the drip irrigation system in the named place according to contract.

**C. Payment Terms**

Following the successful delivery of the Goods, the supplier will be then required to prepare and submit to ANHDO the Payment Request / Invoice for the relevant supply.

Immediately following the receipt of such notification; ANHDO will proceed **within five (5) working days with a wire bank transfer** for the supplier payment.

ANHDO will provide ASAP the supplier with documents proof of relevant GoA tax withheld.

The supplier should provide 10 % of performance guarantee before signing of contract.

**D. Submission Guidelines:**

Bids shall be submitted in a **"sealed envelope "package** including all completed documentation (requested below) with each documents pages duly signed and stamped to the following address **no later than Sunday 08 Mar 2020 by 4:00 PM**. Bids provided after the due date and time will **not** be considered.

**Address:** Taimani Street#9 (beside Moi Mubarak), District #10, Kabul, Afghanistan

The bids (sealed envelope package) shall include the following documentation:

- a. The **Bidding Document "signed"** by the person or persons authorized to sign on behalf of the bidder and **"stamped"** with the official company seal printed on paper carrying you're **"company's letterhead and logo"** using the relevant template presented at the end of RFQ.
- b. **Company Registration certificate** copy.
- c. **Company Tax Registration (TIN) Certificate** copy.
- d. Copies of **Contracts or Certificates of Completion** as documentary evidence for the referred past supplies.

- e. Provide a **full presentation of the company** with detail of all technical requirements
- f. **Provide proof of experience in supplying & installation of water pumping system** (provide 2 contracts to ANHDO)

All enquiries regarding this RFQ (including clarification requests) should be formally addressed in writing by e-mail to following e-mail addresses:

E-mail-1: [faridrahimi@ANHDO.org.af](mailto:faridrahimi@ANHDO.org.af)

E-mail-2: [najib\\_enayat@ANHDO.org.af](mailto:najib_enayat@ANHDO.org.af)

Requests for clarifications are allowed **before Tuesday 25 Feb, 2020**.

Requests received after this date and time will not be answered.

### **E. Opening Session**

**Opening Session scheduled to take place on Monday Mar 09 2020 by 1:30 PM** in ANHDO Office, Taimani Street 9 beside Moi Mobarak, District 10, Kabul, Afghanistan.

### **F. Evaluation Process & Criteria**

The bids will be evaluated in terms of fairness, cost-consciousness, and ***“best value for money”*** to ANHDO after considering both technical and cost factors. ANHDO may reject all of the bids submitted for good cause. The following evaluation criteria will be considered to determine the successful bidder:

#### BID EVALUATION CRITERIA:

- |            |  |              |
|------------|--|--------------|
| <b>B.1</b> | References for at least 2 supplies irrigation system within past 3 years | <b>(20%)</b> |
| <b>B.2</b> | Technical relevant compliance with technical specifications              | <b>(40%)</b> |
| <b>B.3</b> | The Gross Economic Offer in AFN  | <b>(40%)</b> |

The “best value for money” rule will determine the successful bidder by the Procurement Committee providing a Mark (min 0 to max 100) to each of the bid evaluation criteria and calculate the relevant Bid Weight Factor (BWF) using the following formula:  $BWF = [(B1 * 20) + (B2 * 40) + (B3 * 40)] / 100$ . Relevant BWF scores will determine the bidders’ final ranking with the successful bidder achieving highest score.

**Note:** ANHDO may negotiate price or service provided in terms with one or more of the bidders if it feels that negotiations would improve the chances that ANHDO receives a better quotation.

### **G. Other**

ANHDO is a not-for-profit national development organization and expects to be charged no more than standard national humanitarian agency rates.

ANHDO will not pay any of the bidders’ cost for preparing their quotations under this RFQ.

ANHDO will not be responsible for any Bank Service charges occurred.

ANHDO has the rights to ask for some changes.

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**Province**

REFERENCE NO: ANHDO / 20-003  
Bidding Document – Annex-1

General Instructions: Do not delete or change any part of the Declaration. You must fill the blanks by hand writing.

**Bidding Document for the Supply of Goods**

**FROM:** ..... (Type your Company Name)

I \_\_\_\_\_ (type the Name of Legal Representative), acting as the legal representative of the referred Company hereby declare the following:

- a. My Company is registered with AISA and/or Ministry of Commerce and we are **attaching** a copy of my Company's registration for your information.
- b. My Company's Tax Registration number is: \_\_\_\_\_ (type TIN number) and we are **attaching** a copy of the Tax Registration Certificate for your information.
- c. For the purpose of the current procurement activity the following information are provided for communication:

\_\_\_\_\_ (type the Name of Contact Person with the Company)

\_\_\_\_\_ (type the Address of the Company)

\_\_\_\_\_ (type the Telephone Number of the Company)

\_\_\_\_\_ (type the e-mail address of the Company)

- d. Our Company has successfully completed (at least two similar supplies) within the past two (2) years and we are **attaching** copies of Copies of Contracts or Certificates of Completion as evidence for your consideration.
- e. We further certify that my Company, as a firm as well as the firm's principal officers and all commodities and services offered in response to this RFQ are eligible to participate in this procurement under the terms and conditions of this solicitation and under Afghanistan Law.
- f. We agree to **abide by this Bid for the period of thirty (30) calendar days** from the submission date specified in this Bidding Document and it shall remain binding upon us and accepted at any time before expiration of that period.
- g. We understand that ANHDO is **not** bound to accept the lowest or any tender you may receive including this one.
- h. We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

We are presenting the following offered Goods with the below mentioned Specifications (clearly meeting the minimum requirements of this RFQ) as presented in the **attached Economic Offer (BOQ) at a Total Gross (incl. GoA tax) Price:**

\_\_\_\_\_ Afghani (AFN \_\_\_\_\_)  
(Gross amount in words) (Gross amount in numbers)

We hereby declare that by providing you this Bid we are formally and duly accepting all the conditions included in the present RFQ.

**For the Bidder:**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

Signature & Stamp: \_\_\_\_\_

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 Bidding Document – Annex-1

General Instructions: Do not delete or change any part of the Declaration. You must fill the blanks.

**Economic Offer (BOQ):**

NO	Item description	Unit	QTY	Item Picture	Price in AFN	Total
1	<b>Mask</b> , pesticide spray safety mask	Mask	1500			
2	<b>Soap</b> , hand wash, Dettol Soap 100 gr	Bar	1500			
3	<b>Glove</b> , long sleeve rubber gloves, pesticide specific	Pairs	1000			
4	<b>Sprayer</b> , DIANA 20 Liter manual backpack pump, made in Italy.	Sprayer	500			
5	<b>Pesticide</b> , Confidor pesticide, 500ml, Bayer company original product	bottle	1000			
6	<b>Transport</b> , To Rodat, Surkhrod, Kuz Kunar and Goshta districts of Nangarhar	Districts	4			
<b>TOTAL GROSSPRICE in AFNs:</b>						
<b>GoA (2%) or (7%) Supply Taxes (Deductible) in AFNs:</b>						
<b>TOTAL NET (Payable) AMOUNT in AFNs:</b>						

**For the Bidder:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

(Stamp)