



## **AFGHAN VALUE CHAIN-LIVESTOCK**

Request for Quotation (RFQ)

RFQ-AVCL-KAB-20-0007

Provision of Carpet designer software for DAI-AVC-Livestock Kabul

Issue Date: April 2, 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 in the event that 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 Purchase of Carpet designer software.

1. RFQ No.	RFQ-AVCL-KAB-20-0007
2. Issue Date	April 2, 2020
3. Title	<b>Provision of Carpet Designer Software</b>
4. Issuing Office & Address for Submission of Quotations	<b>To: AVC-Livestock Procurement</b> <b>Submit your quotation through to the following email address with Sign and stamp.</b> <b>AVC-L_ProcurementInbox@dai.com</b> <b>Please reference the RFQ number in the subject line of your email.</b>
5. Deadline for Receipt of Quotes	4:30 pm, Kabul local time on April 12, 2020
6. Point of Contact and questions regarding RFQ	AVC-LIVESTOCK <a href="mailto:AVC-L_ProcurementInbox@dai.com">AVC-L_ProcurementInbox@dai.com</a> Questions are due no later than 4:30 pm local time Kabul on April 8, 2020. All communications regarding this solicitation are to be made solely through the Issuing Office and must be sub/mitted via email or in writing delivered 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	Lowest Price, Technically Acceptable. 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, Technical specifications attachment C, "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"> <li>• Submit soft copy of the RFQ to the above-mentioned email address no later than April 12, 2020 at 04:30 PM Kabul local time. Late offers will be rejected except under extraordinary circumstances at DAI's discretion.</li> <li>• Include a statement that the vendor fully understands that their quote must be valid for period of (90) days from the date of award.</li> <li>• Bidders shall sign and date their quotation.</li> <li>• Bidders shall complete Attachment A: Price Schedule template.</li> <li>• <b>The payment will be made upon submission and acceptance of an invoice.</b> Any payments will be transferred only to the company accounts not to any individual account.</li> <li>• DAI/AVC-Livestock reserves the rights to cancel or terminate the Purchase Order if the company is not able to provide the satisfactory services.</li> <li>• DAI AVC-L will award fixed price Purchase orders for Provision of purchase of Carpet designer software to Kabul, Afghanistan.</li> </ul>

	<ul style="list-style-type: none"> <li>• The quotation that does not meet technical specifications will not be considered.</li> <li>• DAI-AVCL may reject any quote with unrealistically high or low in cost/price.</li> <li>• Vendor must agree to payments to company account via bank wire only</li> <li>• Failure to meet any of these terms could result in disqualification from this award process.</li> </ul>
10. Questions Regarding the RFQ	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 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.
11. Technical Specifications and requirements for Technical Acceptability	<p>Vendor will provide the following: (See Attachment C for additional specifications)</p> <ol style="list-style-type: none"> <li>1. Compliance to all technical requirements stated in Attachment A-Price List; and attachment C (Technical specifications).</li> <li>2. The bidder shall quote as per consideration of technical specification (attachment C)</li> <li>3. DAI/AVC-Livestock will award this requirement in total and will not accept any partial quotations.</li> <li>4. The quoted items must be delivered to Kabul, Afghanistan and the delivery costs should be included in bids.</li> <li>5. Delivery time should be specified in the quotation.</li> <li>6. The offeror should confirm they do not require any advance payment prior to the delivery of goods.</li> <li>7. The source of product origin should meet the geographic code of 935. The source of goods or ship through restricted countries such as, Iran, Syria, North Korea, Sudan and Cuba, is not acceptable.</li> </ol>
12. 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"> <li>1. Provide copies of the required Government business License.</li> <li>2. (DUNS number), if the total price exceeds \$25,000.</li> <li>3. The source, origin, and nationality of the goods or services are not from a Prohibited Country (explained below).</li> <li>4. The goods not to be shipped through prohibited countries.</li> <li>5. Ability to comply with required or proposed delivery or performance schedules.</li> <li>6. 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.</li> </ol>
13. Geographic Code	<ul style="list-style-type: none"> <li>• Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries.</li> <li>• Geographic Code 935: Goods and services from any area or country including the cooperating country but excluding Prohibited Countries.</li> </ul>

	<ul style="list-style-type: none"> <li>• DAI must verify the source, nationality and origin, of goods and services and ensure (to the fullest extent 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.</li> <li>• 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.</li> </ul>
14. 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 <b>are required</b> 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><b>This procurement requires a DUNS number.</b> If you do not have one yet, you may request Attachment E: Instructions for Obtaining a DUNS Number. For those not required to obtain a DUNS number, you may request Attachment F: Self-Certification for Exemption from DUNS Requirement</p>
15. 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 A .
16. 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 <a href="mailto:FPI_hotline@dai.com">FPI_hotline@dai.com</a> .

**Attachment A: Price Schedule**

The offeror shall prepare unit and total price for the listed items in the price schedule. Please provide exact price for the listed Carpet Designer Software for AVC-Livestock as per below.

No	Item	Quantity	Unit of Measure (UOM)	Unit price in USD including delivery	Total price in USD
1	Carpet Software: NAME OF SOFTWARE (E-Designer – STD (Standard Edition Version 11), or its equivalent.)	2	Each		
	Grand Total in USD: \$XXX				
Delivery location: Distract# 9, Hawa Shenasi Road, Darya Village Compound Kabul, Afghanistan					
Note: Please include delivery cost in the line item.					
Please specify the delivery period after award of purchase order.					

**For more details and technical specification please refer to attachment (C)**

**Cover Letter**

Note: The vendors should specify the delivery period in the quotation after purchaser order signed.

We, the undersigned, provide the attached quote in accordance RFQ-AVCL-KAB-20-0007 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 C:**

**Technical Specifications:**

eDesigner Carpet Software-STD (Standard Edition Version 11) or its equivalent product. Any proposal must clearly meet the specifications below, in addition to any specifications as required in the relevant RFQ. Any firm that does not meet all specifications as listed will not be considered 'technically acceptable'.

***Vendor must provide a product that meets the following specifications:***

eDesigner Carpet Software-STD (Standard Edition, Version 11) or its equivalent. This software package must include, the following add-ons:

- Border Wizard,
- Pile & Loop Combiner,
- Color Harmony, and
- Room Decoration.

The software must:

- Allow the user to work on multiple designs simultaneously,
- Have more than 150 functions, and
- Be compatible with Windows 7 and/or 8 and 10 (32 or 64 bits),

License: Lifetime a free upgrade for a product Lifetime license, Single user.

Warranty: Provided based on software license.

Delivery: in hard drive, not downloadable

Delivery to AVC-Livestock Kabul Office within 15 calendar days of signing award.

***Additional Description and Specifications:***

Border Wizard function:

- Complexities of different warp and weft densities (Aspect Ratio) are omitted by this function).
- Border Wizard be able automatically calculate the data and fill the desired border with designer motifs in the best possible way.
- Several shapes can be created with the Border Wizard function with just a few clicks!

Carpet designing software is a software program designed specifically for the handmade rug industry to improve efficiencies and accuracy, decrease wastage, and improve the ability of carpet designers to produce more detailed rugs and carpets. it allows for more complex designs, a better estimation of materials, reduced graphing times and provides the customer the ability to quickly gauge relative cost with material changes, exemplum Gratia: silk versus wool

**Attachment D: Past Performance Chart**

*Include projects that best illustrate your experience providing similar items for international NGOs or contractors.*

#	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 B: 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](http://www.SAM.gov)) or the United Nations Security Designation List (online at: [http://www.un.org/sc/committees/1267/aq\\_sanctions\\_list.shtml](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 D: Proposal Checklist

Offeror: \_\_\_\_\_

### Have you?

- ☐ Submitted your quotation in hard to above mentioned address?

### 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 C
- ☐ Documents use to determine Responsibility (include Valid business license)
- ☐ Active company's Bank Account number details
- ☐ Exact bidder's office address
- ☐ Offered goods specifications/Product data sheet.