



The Welfare Association for the Development of Afghanistan (WADAN)
ECW-COVID-19 FER Project Nangarhar
Request for Quotation (RFQ)

Date: 20 May 2020

Requirement:

The Welfare Association for the Development of Afghanistan (WADAN) wants to purchase the Antibacterial Soap (Dettol) original for ECW-COVID-19 FER projects in Nangarhar Province, kindly informing the interested suppliers to submit us their sealed quotations, applications, copy of business license, three (3) contracts copy of relevant experience, bank statement before the closing date and we received the mentioned item in our Nangarhar regional office.

The offers must reach to WADAN Main Office procurement Unit located in (House # 4, Street 6, Opp to Ministry of Commerce & Industry Dar-ul-Aman Road. Kabul) till 4:00 pm 07 June, 2020. The bid opening session will be held on 08 June, 2020 at 2:00 am in WADAN Main Office, Kabul.

Conditions:

1. The provider companies should be legally registered and affiliated with the Government and have a registration certificate and company bank account.
2. The respected suppliers have to provide the quotation according to the specification of an official quotation form of WADAN.
3. Prices should be given in Afghanis and must include all duties, transport cost, loading and unloading costs. Offers without sign and stamp will not be accepted
4. The selected vendors should have enough space and stock to stock their items until they are completely packed and then make them have to deliver it to WADAN required place.
5. The suppliers have to provide the contracted items for WADAN on the head of time and there is no delay is accepted in delivery. In case of delay without any logical reasons in delivery of items, 0.5% of total cost of undelivered items will be charged as penalty for each day of delay.
6. The items to be supplied should be from reliable companies or as mentioned in the order attached to this RFQ.
7. The RFQ and the orders will be distributed to suppliers either by sending in their email ID or giving them an as hard copy.
8. The supplier must mention their full ID at the back of the envelope and envelop is seal /lock and stamped in which they submit their RFQ and quotations.
9. An amount of 2% tax will be deducted from the total amount of the purchases from Suppliers who have a Business License. This tax within 20 days will be paid to the government on the name of the company.
10. The payment of the procurement will be done through Cheque/Bank to the supplier after completion of the procurement and validation of procurement committee of WADAN.
11. The procured items should be delivered to WADAN Jalalabad office.
12. Suppliers who will win the contract have to give a 10% security deposit to WADAN prior signing of the contract which will be reimbursed after completion of the goods delivery.

13. The supplier should submit the proven experience with the application to WADAN's procurement unit.
14. All bidders should bring the bid security (80,000) AFN as cash and also if you are interested to bring Bank Guarantee letter before the opening session to the procurement department of WADAN. As a normal process of the procurement, the bid security amount will be with WADAN until the contract stage.
15. WADAN will not be responsible for any changes occurred during the contract such as increment in custom duties, exchange rate etc...

Terms of Selections:

- I. Selections of the vendors who are considered as the winners are going to be done after the collection and analysis of all the quotations by the technical committee.
16. The selection criteria of the vendors will be based on having the best quality, Lowest price, relevant experience, bank statement, registration certificates, Sample check, and bid security and date of delivery from reliable companies.
- II. The best vendor will be selected by the technical committee members.

Specification:

S/N	Items	Specification	Company name	Made in	Quantity	Unit Price in AFN (Including 2% Tax)	Total Price in AFN (Including 2% Tax)
1	Antibacterial Soap (Dettol) original	135 mg, for hand washing	LCSP	Pakistan	62,800		

Recommendations:

Considering the above-mentioned conditions suppliers are requested to provide their related documents to WADAN office in the following address and in case of being a winner should pay 10% security deposit before sign the contract

The CLOSING DATE for Collecting the Quotations and Applications is: 07 June 2020

Send your quotations at:

House # 4, Street 6, Opp to Ministry of Commerce & Industry Dar-ul-Aman Road. Kabul.
Phone # 0787012144

Email: isherzad@wadan.org

Supplier:

I Certify having read Three (3) pages RFQ, understood and accepted the above-mentioned terms and conditions for the RFQ and certified to supply the contracted items accordingly.

Name of the Business: _____

Delivery period: _____

Location: _____

Date: _____

Signature and stamped

Approved by:

Name:

Position:

Signature:

Date: