



International Organization for Migration (IOM)  
The UN Migration Agency  
IOM AFGHANISTAN

## INVITATION TO SUBMIT EXPRESSION OF INTEREST (For Short listing of Construction Companies)

**Date: 22-June-2020**  
**Ref: NA**  
**Kabul, Afghanistan**

The International Organization for Migration (IOM) is an intergovernmental humanitarian organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of Reintegration and Development Assistance in Afghanistan (RADA) project, IOM now invites Expression of Interest (EOI) from Companies for the *Construction services*.

The Expression of Interest shall contain information on the following a.) range of relevant construction services offered, b.) qualification and experience of relevant professionals and technical personnel currently maintained c.) track record and experience of the firm in similar assignment including list of major clients served and) other relevant information.

The Expression of Interest shall be submitted in original and copy should be received by hand to IOM with main office and below sub-offices addresses in provinces no later than 12 July 2020 at 02:00PM. Late applications will no longer be considered. The applications should be addressed at attention of:

IOM Kabul Procurement Unit, Kabul Afghanistan

### **IOM Kabul Main Office Address:**

House # 27, Street # 4, Ansari Square, Shahr-e-Naw,(Near to Blossom Hospital)

### **IOM Herat Sub-office Address:**

Herat-Kandahar Highway, Pashtun Pul Street, HMA compound Infront of Car Selling stores

### **IOM Kandahar Office Address:**

IOM-UNAMA Joint compound KDH (Kabul Kandahar Highway, Opposite main gate of Aino Mina, Close to Kandahar Radio TV station, District 5, Kandahar, Afghanistan)

### **IOM Nangarhar Office Address:**

UN-HABITAT & IOM joint compound, House# 584, Zone/District # 2, Rahim-e-Ghamzada Street, Jalalabad city, Afghanistan

*Note: companies who are locating in Kunar and Laghman should submit their Eoi documents to Nangarhar above address.*

**IOM Mazar Sub-office Address:**

**Zabiullah Shaheed square, PD #5 Mazare Sahrif city**

*Note: companies who are locating in Baghlan should submit their EoI documents to Balkh sub-office above address.*

On the basis of the above information, IOM shall draw up the shortlist of **eligible Construction Companies**. Only short-listed Companies will be invited to participate in the tenders for construction works

Interested Companies may obtain further information from IOM at the e-mail address on [iomkabulprocurement@iom.int](mailto:iomkabulprocurement@iom.int) *before 12 July 2020*.

IOM reserves the right to accept or reject any Expression of Interest, and to annul the selection process and reject all Expression at any time, without thereby incurring any liability to the affected Companies/Service Providers.

Very truly yours,  
[IOM Kabul Procurement Unit](#)

## Request for Expression of Interest

In Afghanistan, IOM has been present since 1992, and works in close partnership with national and local government institutions, non-governmental agencies, community organizations and the donor community to address pressing and complex challenges in migration management, to respond to the needs created by humanitarian emergencies in the country and to ensure improved living conditions for vulnerable communities.

IOM Afghanistan, with financial support of the European Union, developed the Reintegration and Development Assistance in Afghanistan (RADA) project to support sustainable reintegration of returnees within their communities of return. RADA is implemented in eight provinces of high return (**Baghlan, Balkh, Herat, Kabul, Kandahar, Kunar, Laghman and Nangarhar**) with an integrated approach to the economic, social and psychosocial aspects of reintegration at both the individual and community levels.

Within the RADA project, activities to foster economic reintegration at the community level focus on strengthening livelihoods opportunities, increasing productivity and fostering local economic development in line with local and provincial plans and priorities. It is in the context of its activities at the community level, particularly the construction of basic and productive infrastructure, that IOM now invites eligible parties to submit their Expression of Interest (EoI) for the provision of construction services

This document contains instructions on the preparation and submission of the Application including Annex A: Bidder's Information.

1. The Application must be submitted by hand in sealed envelope to IOM with office address [House # 27, Street # 4, Ansari Square, Shahr-e-Naw, \(Near to Blossom Hospital\)](#) at no later than 09 July 2020 at 10:00 am. Late Application will no longer be considered.

2. A detailed description must be provided on how the requirements specified in this document match the capability, experience, knowledge and expertise of the Company/Service Provider.

3. The Application must be submitted on one original and one copy and envelop must be marked "Original" and "Copy" as appropriate. If there are any discrepancies between the original and the copy the original governs. Both envelopes shall be placed in an outer envelope and sealed. The outer envelope shall be labeled with the submission address, reference number and name of the Company/Service Provider.

The Application must be submitted in the English language and in the format prescribed by IOM. All required information must be provided, responding clearly and concisely to all the points set out. Any application which does not fully and comprehensively address this Request for Expression of Interest may be rejected.

**1. The Application document should comprise of the following:**

- a. Cover Letter;
- b. A copy of this Request for Expression of Interest duly signed on all pages by the Company/Service Provider's Authorized Representative; and
- c. Duly Accomplished Annex A with All requested information.

1.Companies/Service Providers requiring any clarifications on the content of this document may notify the IOM in writing at the following address: [House # 27, Street # 4, Ansari Square, Shahr-e-Naw,\(Near to Blossom Hospital\)](#) or on [iomkabalprocurement@iom.int](mailto:iomkabalprocurement@iom.int)

IOM will respond to any request for clarification received on or before 09 July 2020 by 10:00am.

**2. Applications shall be evaluated in accordance with the following criteria:**

- a. Technical capacity
- b. Track Record and Experience in construction
- c. Technical Expertise
- d. Financial Strength
- e. Registration
- f. Staff, and resources availability

Only eligible and qualified Companies based on above shall be invited to participate in the bidding/tender process.

- 3. Applications may be modified or withdrawn in writing, prior to the closing time specified in this Request for EoI. Applications shall not be modified or withdrawn after the deadline.
- 4. The Company shall bear all costs associated with the preparation and submission of the Application and IOM will not in any case be responsible and liable for the costs incurred.
- 5. All information given in writing to or verbally shared with the Company in connection with this Request for EoI is to be treated as strictly confidential. The Company shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the procurement process has been completed whether or not the Company is successful.
- 6. IOM reserves the right to accept or reject any Application, and to cancel the procurement process and reject all Applications, at any time without thereby incurring any liability to the affected Companies or any obligation to inform the affected Companies of the ground for IOM's action.

## ANNEX A: BIDDERS INFORMATION

**TABLE 1 – GENERAL INFORMATION**

- Name of the Company
- Address
- Phone Number
- Fax Number
- Email Address
- Address of Other Offices, if any
- Name and Designation of the Contact Person
- Legal Status (*Provide certified copies of Registration*)
- Registration number
- Place of Registration
- Copy valid business license as a proof of private owned company (registered with AISA, or another relevant department)
- Minimum 7 years of operations in Afghanistan
- Minimum 6 years' experience in provision of construction services as part of community development
- Principal place of business.
- The construction company must have a registered office in the provincial capital when applying for projects, as follows: Kabul – for Kabul province, Kandahar – for Kandahar province, Jalalabad – for Nangarhar, Kunar, and Laghman provinces, Mazar-e-Shariff - for Balkh and Baghlan provinces, Herat for Herat province.
- Minimum of total contract acted services in a value of USD 1,000,000 over past 4 years (2016-2020)
- Provide Quality Assurance / Quality Control and risk management strategy/Health & Safety general plans

VAT Registration number (N/A)

### **Provide certified copies**

**TABLE 2 – COMPANY EXPERIENCE IN LAST FOUR YEARS (2016-2020)**

- Starting Month/ Year
- Ending Month / Year
- Client
- Description of services
- Contract Amount

Remarks (Provide **documentary evidence**)

**TABLE 3 – SIMILAR EXPERIENCE IN LAST FOUR YEARS (2016-2020) (Provide all the supporting documents showing the experience)**

- Year
- Client

- Description of works
- Contract Amount
- Remarks (**Provide documentary evidence (\*)**)

**Please include copies of completion certificates issued by former clients and / or performance appreciation / evaluation letters from former clients providing their contact details and approval to contact them.**

**TABLE 4 – ONGOING CONTRACTS (MINIMUM 2 in similar projects)**

- Client
- Description of Contracts
- Location
- Amount
- % of Completion (**Provide documentary evidence**)

**TABLE 5 - ADEQUACY OF WORKING CAPITAL**

- Source of credit line (Own funds or Bank credit)
- Amount
- Remarks (*Provide documentary evidence*)

**Please provide proof of financial competency and audited financial statements for the last three financial years.**

**TABLE 6 – LIST OF PERMANENTLY EMPLOYED STAFF (CVs and experience in community development projects are required)**

- Name
- Designation Qualification
- No. of Years of Experience

**Provide an organizational chart and detailed CVs for key management and technical personnel in the Organization**

**TABLE 7 – LIST OF PLANT AND EQUIPMENT WITH SUPPORTING DOCUMENTS (OWNED AND HIRED)**

- Description whether Owned or Leased
- Year of Manufacture
- Machineries

**TABLE 8 – ANY OTHER INFORMATION**

**In addition to the required information, Companies may provide brochures fact sheets and other related documents**

**I, the undersigned, warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:**

\_\_\_\_\_  
Name/ Signature/ Date