

**ISLAMIC RELIEF WORLDWIDE - AFGHANISTAN**

**TENDER FOR** **QURBANI PROJECT 2020 REF# IRW\009\2020**

Publish Date: 09. July. 20

Closing Date: 15. July. 20

**Business Name:**

**Owner Name:**

**Phone Number:**

**Email Add:**

A supplier, must sign and stamp all pages of the Tende

## TENDER FOR Qurbani Eid-Ul-Adha proJEct, REF IRW\009\2020,

**BACKGROUND**

Islamic Relief is an international aid and development charity, which aims to alleviate the suffering of the 'world's poorest people. It is an independent Non-Governmental Organization (NGO) founded in the UK in 1984.

As well as responding to disasters and emergencies, Islamic Relief promotes sustainable economic and social development by working with local communities - regardless of race, religion, or gender.

**Our vision:**

Inspired by our Islamic faith and guided by our values, we envisage a caring world where communities are empowered, social obligations are fulfilled, and people respond as one to the suffering of others.

**Our mission:**

Exemplifying our Islamic values, we will mobilize resources, build partnerships, and develop local capacity, as we work to:

Enable communities to mitigate the effect of disasters, prepare for their occurrence, and respond by providing relief, protection, and recovery.

Promote integrated development and environmental custodianship with a focus on sustainable livelihoods.

Support the marginalized and vulnerable to voice their needs and address the root causes of poverty.

We allocate these resources regardless of race, political affiliation, gender, or belief, and without expecting anything in return.

At the international level, Islamic Relief Worldwide (IRW) has consultative status with the UN Economic and Social Council and is a signatory to the International Red Cross and Red Crescent Code of Conduct. IRW is committed to the Millennium Development Goals (SDGs) through raising awareness of the issues that affect poor communities and through its work on the ground. Islamic Relief asis one of only 13 charities that have fulfilled the criteria and have become members of the Disasters Emergency Committee ([www.dec.org.uk](http://www.dec.org.uk)).

IRW endeavors to work closely with local communities, focusing on capacity-building and empowerment to help them achieve development without dependency.

Please see our website for more information [www.islamic-relief.org](http://www.islamic-relief.org).af

## INTRODUCTION

Islamic Relief has been working in Afghanistan for more than 20 years, providing emergency relief and implementing life-changing development projects for some of the most vulnerable people in the country. Islamic Relief set up its Afghanistan field office in 1999.

We have worked in 35 districts across the country, and in sectors as diverse as sustainable livelihoods, education, health, child protection, water, sanitation and hygiene, and emergency response.

New projects combined emergency relief with development and included drought relief and food aid. We worked in partnership with the UN World Food Programme on 26 projects, including health and nutrition for pregnant and lactating mothers, food distribution, and vegetable oil and biscuit distribution to '"girls' schools in the south (Kandahar, Helmand, Uruzgan, Zabul and Nimroz provinces).

Islamic Relief was one of the few aid agencies to continue working in Afghanistan during the military incursions, and our Kabul, Balkh, Jalalabad, and Bamyan offices remain open today.

Many people live without access to essential services, including clean water and sanitation. We are currently running a number of projects designed to combat this. We help rehabilitate drug users, encourage children to attend school by supplying them with food, stationery, and uniforms, and provide home-based education to girls and women who are/were unable to go to school. We also run a supplementary feeding program for children and pregnant women.

Access to safe water for internally-displaced people and cave dwellers is another focus of our work in Afghanistan, as well as shelter improvement for families living in caves and for landslide-affected families.

Islamic Relief supports orphans with education, nutrition, and health. Our sponsorship program runs in Kabul, Nangarhar, Bamyan and Balkh provinces sponsoring more than 4000 orphans

IRA started its humanitarian activities for Afghan Refugees in Pakistan and Afghan people inside Afghanistan in 1992. Since then, IRW continued providing assistance in emergency relief, food security, women empowerment, girl education, orphan sponsorship, health, emergency education, shelter, Ramadan, and Qurbani programs.

## Tender Requirements

In order for our office in Afghanistan to continue the assistance to the conflict-affected civilians and vulnerable communities and occasion of Eid-Ul-Adha Qurbani, a necessity of meat is required. These are listed below in detail. All supplies are required to deliverat the locations according to the need in the accessible areas of Kabul, Mazar, and Jalalabad and Bamyan"just in time" exercise and as a matter of great urgency.

Islamic Relief is sending more life-saving aid supplies to Afghanistan in response to the 'country's situation. We are now going to supply Eid-Ul-Adha meat Qurbani packs for people in that region.

These Eid al-Adha Meat packs arepart of a significant Islamic Relief seasonal and emergency program that has now provided thousands of pounds worth of assistance to the people of Afghanistan. Food and non-food items have been delivered deep inside Afghanistan in recent months, and people in dire need have now been able to gain steady access to these services.

The expected outcomes of this project areto support the people with Eid al-Adha Meat packs to increase their access to humanitarian response, especially for those with specific needs.

## Delivery details

In order for our office in Afghanistan to continue the assistance to the conflict-affected civilians and vulnerable communities in Afghanistan, a necessity of Qurbani Meat packs, are required. These are listed below in detail. All supplies are required to deliver at the locations according to the need in the accessible areas of Afghanistan as a just in time exercise and as a matter of great urgency.

## bill of quantities

**Notes: Please attach any related catalogs, specifications, or certificates and insert the type in the following table.**

More than one manufacturer, brand, and price can be inserted for the same item. **Please use our table when filling the prices. If you do not have the item, just keep it empty. Your offer should be for the quantity that we requested, not less, and not more.**

**Please only use AFG (Afghanis) as the currency for your offers and as per the guidelines.**

1. **Qurbani Program containing the following items for IR Afghanistan**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Item name and specifications** | **Location** | **Unit** | **Quantity in total** | **Unit Price**  **AFG** | **Total Price**  **AFG** |
| 1 | Cows for Qurbani Program (each Cow 2 years old, male type giving net meat of 100 KGs after slaughtering, skinning, and cutting) all cows must be between 90 to 110 kgs where an average of 100 kg will be fixed per each cow. Each cow must give 20 packages of 5 kgs. | Kabul | Cow | 132 |  |  |
| 2 | Cows for Qurbani Program (each Cow 2 years old, male type giving net meat of 100 KGs after slaughtering, skinning, and cutting) all cows must be between 90 to 110 kgs where an average of 100 kg will be fixed per each cow. Each cow must give 20 packages of 5 kgs. | Mazar | Cow | 102 |  |  |
| 3 | Cows for Qurbani Program (each Cow 2 years old, male type giving net meat of 100 KGs after slaughtering, skinning and cutting) all cows must be between 90 to 110 kgs where an average of 100 kg will be fixed per each cow. Each cow must give 20 packages of 5 kgs. | Bamian | Cow | 102 |  |  |
| 4 | Cows for Qurbani Program (each Cow 2 years old, male type giving net meat of 100 KGs after slaughtering, skinning and cutting) all cows must be between 90 to 110 kgs where an average of 100 kg will be fixed per each cow. Each cow must give 20 packages of 5 kgs. | Jalalabad | Cow | 93 |  |  |
| 5 | Sacks/bags for packing of each 5 kg meat printed with IR logo. The sack is made of non-woven fabric and environmentally friendly decomposable material. |  | sack | 3073 |  |  |
| 6 | Slaughtering, skinning, cutting, and packing of one Cow |  | Cow | 426 |  |  |
| 7 | Transportation and Refrigerated truck/cars with proper and active freezing or cooling system in (Kabul, Mazar, Bamyan, and Jalalabad) and all distribution points as per the need of IRW | Kabul, Mazar, Jalalabad, Bamian | province | 5 |  |  |
| 9 | TOTAL:  The Total Cost should be including delivery slaughtering and transporting to the distribution points by trucks having the freezing facility, and the delivery should take place in surrounding areas and some districts of Kabul-Mazar- Bamyan, and Jalalabad  Note: suppliers must transport all the packages only by the trucks having the Freezer/freezing facility. No vehicle will be accepted without freezing capacity. |  | | | | |

All tenders are required to be submitted before **Wednesday 15th July 2020, 4:30 pm AFG time** according to the attached guidelines for submitting a quotation in below address:

***House NO#24, Street #3, Area Qalai Fatullah, Kabul, Afghanistan***

For any issues relating to the Tender or its contents, please email directly to

[***procurement.afg@islamic-relief.org***](mailto:procurement.afg@islamic-relief.org)***.af***

**All quotation providers are requested to fill in Appendix 1 and 2 below when submitting their proposal to IRW.**

## appendix 1

**Summary of Bid Prices**

|  |  |  |
| --- | --- | --- |
| *No.* | *Description* | *Total Price in AFN (Afghanis)* |
| **1** | **Grand Total Bid Price** |  |
| **2** | **Discount Ratio (if any) … % and the amount** |  |
| **3** | **Grand Total after Discount** |  |
| **4** | **Delivery time scales (in days)** |  |

We have carefully checked and examined all bid documents, and we are offering the costs above on a fixed basis. They are not subject to any changes or alterations, including those due to currency fluctuations.

Total Price AFN (Afghanis):

**In words [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_]**

'Bidder's Signature Stamp Date

**Bidder is required to stamp this document with their legal company stamp no bid will be accepted without a genuine company stamp**

## appendix 2

**Scope of Work:**

1. All the required numbers of Cows must be male type and healthy.
2. All the required numbers of Cows should not be less than two years old.
3. All the Cows will be according to standard criteria of Sharia for Qurbani (the Cow should not be sick, ear cut, disabled, not horn broke ….)
4. All the animals should Physically look healthy and fresh
5. The Qurbani Cows should give net meat of 100 kg after slaughtering and Skinning **(without testicles, heads, legs, hands, intestines, and lungs.)**
6. **The number of skins, heads, and legs will be counted as per daily price and should be purchased by the supplier; in substitute to those extra cows or meat will be given by the supplier. This price could be agreed upon even during the signing of the work order for pre-documentations and records.**
7. All the required number of Cows should be available in supplier's slaughter houses four days before Eid in Kabul and all the provinces so the staff can check if they are according to the Sharia and criteria. In case of any deficiency, the Cows will be rejected for replacement.
8. All the required activities will be performed by the selected supplier in the slaughterhouse and at the distribution IRA will only be responsible for observation of the whole process.
9. The suppliershould provide & supply the fresh meat in refrigerated trucks to all distribution points.
10. All the required numbers of cattle should be slaughtered before the end of Eid ul Adha 3rd day 4:00 pm, because Qurbani is not allowed after this time in Sharia.
11. In case of any failure during Qurbani program implementation, the supplier will be dealt as per the contractual obligations will be applied to the supplier **(10% penalty on the whole contract)**
12. All the animals should be packed 5 kgs after the slaughtering and skinning process by the supplier.
13. All the Cows will be checked and examine through the veterinary doctors or related experienced staff of IRA in all regions before slaughtering of each cattle if any signs of defect were seen that animals would be rejected and replaced immediately.
14. The whole process will be completed by the supplier (transportation, slaughtering, cutting, packing, loading and unloading the shopping bags, and secondary transportation to the 'beneficiary's camps).
15. It is worth mentioning that the supplier should have the capacity to retain the extra packages from the distribution in a refrigerator for at least one day, IRA doesn't have the responsibility to keep the additional packages remained from the distribution.
16. The supplier should be capable of providing more Cows if the number of Qurbani increases by IR-HQ at Eid days.
17. Before supplier selection, the place or slaughtering house of the supplier in Kabul and provinces with the following specification will be checked. The slaughtering house should have a washing facility, lighting facility during day and nights, proper hygienic and sanitation place, wide-area, and space for slaughtering, separate place of keeping live animals with the location of slaughtering.
18. For maintaining the DO NO HARM rule Supplier should dispose of abdomen, blood, and excreta of the slaughtered animals to keep the environment clean and hygienic.

**Terms and Condition:**

1. The Procurement Committee does not accept the lowest price from any bidder. All quotes/bids will be assessed based on the 'best value for 'money' and evaluation criteria.
2. The currency used in the quotations should be AFG (Afghani). Any currency variations occurring during the evaluation stage shall be rolled out by the Procurement Committee.
3. Bidders must confirm that all prices quoted in the Tender will remain valid for the 30 days commencing from the Tender deadline.
4. The contract may split as per the province and will be awarded to the lowest price of each province.
5. **Suppliers can apply on the whole Tender or any province they would wish to work, and IRAFG will have the right to split the contract as per the lowest quoted prince without compromising the specification provided in this RFQ for the individual province.**
6. Where the reference of the goods is made to a particular item, source, brand, trademark, or type in this RFQ, then all such references are to be non-changeable during the evaluation process, contract awarding, and implementation.
7. If the awarded bidder fails in any way to comply with the scope of work (Appendix 2), a 10% penalty on the entire contract will be applied, or the procurement committee will terminate the agreement.
8. If the supplier fails in any way to supply the selected brands or fails to deliver the supplies within the given deadline 10% penalty from the whole contract will be deducted.
9. The 2% government tax will be deducted from the final payment as per the government tax law.
10. The distributions will take place in specified locations/provinces but will not be limited to these. It may vary as per the need of IRW at the time of shipment.
11. The goods contract will be awarded based on 'best value for 'money' as and following the criteria mentioned in (selection criteria part)
12. The quantity inserted in this Tender may increase or decrease, the vendor is bound to the amount in each purchase order only and will be paid for that quantities
13. IRW may not be liable to accept or pay for any goods being purchased before the work order issued to the contractor in written or by email.
14. Any conflict of interest or potential conflict of interest on the part of a Tenderer, Subcontractor, or individual employee(s) or agent(s) of a Tenderer or employee of IRA must be fully disclosed to the Procurement Committee as soon as the conflict or potential conflict becomes apparent. The Procurement Committee will, at its absolute discretion decide on the appropriate course of action, which may include eliminating a bidder from this Competition or terminating their contract for Goods provided into by the vendor.
15. The successful tenderer shall be familiar with the VAT law of the Afghanistan government.
16. All prices quoted must be all-inclusive (i.e., including but not being limited to shipping, packaging, delivery, tax costs and all other costs/expenses).
17. The procurement person will issue all responses to queries will issue all responses to queries via email. Tenderers should note that the procurement person will not respond to individual tenderers privately. All queries relating to any aspect of this Competition or of this RFQ must be directed to the following contact person. Queries will be accepted no later than the closing date of this Tender.

[procurement.afg@islamic-relief.org.af](mailto:procurement.afg@islamic-relief.org.af)

1. Tenders must be delivered by hand to the address below (for local companies only all overseas companies to email their bids to ([procurement.afg@islamic-relief.org.af](mailto:procurement.afg@islamic-relief.org.af)). Tenders must be contained in a sealed package marked with the Tender Title and full contact details of the company (If delivering by hand). Tenders submitted by any other means (including but not limited to by email or fax) will NOT be accepted unless those that are overseas.

**House No# 24 Street No# 3 Area Qalai Fathullah**

|  |
| --- |
| **IRA SELECTION CRITERIA:** |

1. Tenderers In the event of achieving a fail to each one or more of the Selection Criteria in this part. Will be excluded from participating in this Competition.
2. The contract will be awarded based on the 'best value for money 'and following the fulfillment of following criteria:
3. The tenderer must provide the 10% bank guarantee of its total tender value. The guarantee letter must be valid for a duration of 2 months commencing from the start date of the Tender, which will be kept for the contract duration for the awarded bidder.
4. Tenderer must declare that they satisfy the financial and economic requirements by providing the bank statements of their company presenting 75% of their total tender value currently available, the account statement should not be older than 3 months.
5. The documents should include a copy of 'company's valid license.
6. The venders shall be required to attach the evidence of their past related experience containing at least two commercial references. The particular criteria weighting shall be in favor of those suppliers providing the relevant experience with international NGOs.
7. All tenders must complete the pricing according to the table.

**The valid tenders must contain the following:**

|  |
| --- |
| 1. All documentation which this Tender requires to be submitted with their offer. |
| 1. The format of this Tender and respond to each element in the order as set out in this Tender; |
| 1. To conform to and comply with all instructions and requirements set out within this Tender; |
| 1. Statements as required under paragraph (SELECTION CRITERIA) 2. Venders must not alter or edit this Tender in any-way. 3. Venders can apply for any province they would like to work. 4. Vendors meeting the required criteria will be considered for further evaluation |