



REQUEST FOR PROPOSALS

The United States Agency for International Development (USAID) -funded Agriculture Marketing Program (AMP), implemented by Roots of Peace (ROP) requests proposals for services outlined in this Request for Proposals.

Summary of Services Required	Air Cargo Charter service from Kabul and Kandahar to India, U.A.E. and Turkey
RFP #	RFP-AMP-2020-002
RFP Issue Date:	Sunday 26 July 2020
Deadline for Questions:	Friday 31 July 2020
Question Submission:	Questions should be submitted via email to max.ee@scmigroup.com prior to the deadline above.
RFP Closing Date:	Saturday 8 August 2020
Quotation Submission:	Proposals should be submitted via email to AMP-PROCUREMENT@rootsofpeace.org prior to the closing date above.
Minimum Proposal Validity Period:	90 days after closing date
Type of Award:	Multiple Firm Fixed Price Purchase Orders under Basic Ordering Agreement

1. Background Information

Roots of Peace, a US-based humanitarian organization, has worked in war-torn countries around the world to remove the remnants of war, landmines, and unexploded ordinance, and restore the land in order to rebuild peaceful communities for generations to come. Roots of Peace is implementing the USAID-funded Agriculture Marketing Program (AMP) in Afghanistan.

AMP builds on the successes of Roots of Peace's 10-year Commercial Horticulture & Agriculture Marketing Program (CHAMP), and aims over the 3-year period of implementation to increase export volumes and values, introduce new agricultural products to the market, diversify export markets and increase value-added processing. The increased exports will create additional demand for agricultural products that will drive job growth in rural areas. Key objectives/targets include increases in exports by US\$450 million, domestic sales by US\$50 million and jobs by 4,500.

Activities will include: researching new market opportunities for Afghan products; operating trade offices in key markets; organizing or participating in international B2B events, trade missions and trade shows; organizing promotional activities in key markets; providing incentives for businesses exporting existing, new or better products to existing or new markets; training in new markets, food safety, access to finance, etc.; facilitating access to trade credit; and mitigating trade impediments.

The COVID-19 pandemic has created significant challenges for Afghan horticultural businesses to export their products to major markets. Land borders have been closed or have restricted the volume of traffic that can cross. Scheduled passenger flights have been cancelled resulting in an inability to transport goods as air cargo. It is currently the peak production season in Afghanistan for fresh fruit, a time when transportation of goods should be at its highest.

This procurement of air cargo services is a **two-tier procedure**. This is air charter rates are subject to change at short notice, and can only be confirmed near to the date of request.

Step 1: Request for Proposals (RFP) for Basic Ordering Agreement (BOA)

1. Under this RFP, AMP requests company profiles, proof of competency in managing/arranging air charters and a demonstrable track record. Companies that send their proposals will be selected based on this basic criterion. No air charter rates are required at this point¹. From here, AMP will pre-qualify air charter companies and pre-approve them by issuing a BOA.

Please refer to the official U.S. website [acquisitions.gov](https://www.acquisition.gov/content/16703-basic-ordering-agreements) (<https://www.acquisition.gov/content/16703-basic-ordering-agreements>) for details.

Step 2: Request for Quotations (RFQ) and Purchase Order (PO)

2. When AMP has confirmed sufficient cargo for shipment, destination airport and the expected date of transportation, AMP will send a (RFQ) to the pre-approved air charter companies. AMP expects a proposed rate and the aircraft model within 48 hours. Only one company will be selected, primarily based on price and lead-time evaluation. A PO will be issued to the successful offeror for each route (origin-destination pair).
3. Once contracted with a PO, the company will have 7 calendar days to organize the flight and landing at the origin airport.

2. Specific Services Required

General Requirements

1. All commodities shall be suitably air shipped by the selected offeror according to the best U.S. air shipping standards, suitable to prevent theft, loss, or damage (including water damage) to cargo during transit and until safe arrival at the delivery point specified.
2. The service is airport to airport. The commodities will be delivered to the offeror who is selected to handle the shipment at the designated airports.
3. Standard air cargo insurance coverage will be based on the Montreal Convention 1999 of 19 Special Drawing Rights (SDR) which is approximately USD 26.30 per kg (depends on the time of exchange rate which can fluctuate).
4. As an option, the offeror may include additional services, such as local customs clearance, documentation, handling, and last mile delivery from airport to city centre (e.g. Delhi, Dubai and/or Istanbul). The scope of services, the breakdown of proposed rates and terms should be clearly specified.
5. As an option, the offeror can include additional insurance air cargo insurance on top of the Montreal Convention 1999. The scope of services, the breakdown of proposed rates and terms should be clearly specified.

¹ Although no specific air charter rates are required here, offerors can send the rates for optional additional services. See section 2 "Specific Services Required – General Requirements – Points 4 and 5.

6. AMP is in no obligation to use those optional services but will consider where and when necessary.

Origin – Destination (Anticipated)	<ol style="list-style-type: none"> 1. Kabul (KBL) to Dubai/Sharjah (DXB, DWC or SHJ) 2. Kabul (KBL) to New Delhi (DEL) 3. Kabul (KBL) to Istanbul (IST) 4. Kandahar (KDH) to Dubai/Sharjah (DXB or SHJ) 5. Kandahar (KDH) to New Delhi (DEL) 6. Kandahar (KDH) to Istanbul (IST) <p>Both KBL and KDH are civilian terminals. Other destination airports in the same countries not listed could be considered, depending on demand.</p>
Service Required	Chartered aircraft, airport to airport
Products	Fresh and Dried Fruits, Vegetables, Beverages, Spices and Carpets (exact product types and tonnage to be confirmed)
Freight Tonnage	40 Metric Tons
Duration of Service	Between mid-August 2020 and 30 November 2020 One flight minimal per origin-destination. Subsequent additional flights are possible and to be discussed.

Specific Requirements

1. Air shipment of goods via US flag carriers from Kabul (Hamid Karzai International Airport IATA KBL, Air Cargo Customs Export Warehouse) or Kandahar (Kandahar International Airport IATA KDH Air Cargo Customs Export Warehouse), to airports at the named destinations, shall include receipt of commodities, creation of the Airwaybill (AWB), booking, shipment, and delivery to the final destination airport.
2. All customs clearance in the destination country and delivery from the destination airport to the final delivery point in the destination country will be the exporter and shipper’s responsibility.
3. The offeror shall ensure the commodities are kept in a secure storage location while awaiting transfer of the commodities to the consignor and consignee.
4. All commodities shall be suitably export-packed by the exporter according to the best international packing standards, suitable to prevent theft, loss, or damage (including water damage) to cargo during transit and until safe arrival at the delivery point specified. In the event that packaging does not meet minimum international packing standards, offeror shall notify both ROP and the exporter in advance in order for the exporter to take necessary corrective action prior to shipment.
5. The offeror shall verify that all physical goods delivered by the exporter match the cargo description (weight/quantity/unit of measure) provided by ROP and highlight any inconsistencies therein prior to accepting the goods to ship.
6. In case of any damage to goods during transit, the Offeror shall notify ROP and exporter immediately. Offeror will invite the exporter for a joint survey to be conducted by a certified surveyor to ascertain the cause and extent of damage to the goods listed on the airway bill.
7. After receipt of the commodities, the selected offeror shall be responsible for providing detailed receiving records and the necessary shipping documents (including, packing list, and waybill wherever applicable).
8. The selected offeror shall provide space for ROP staff to inspect the commodities to ensure the correct items have been received prior to export.
9. The offeror warrants and implies that the services delivered under any purchase order under this agreement have the necessary permits (e.g. business license, landing rights etc.). In the event that the warranty is breached, ROP may require, and the offeror is bound, to remedy all deficiencies,

within a reasonable time of notification. The failure to remedy the deficiencies will cause the offeror to pay the market price to the exporter for such loss.

A. Additional Information

It is a requirement of the agreement between Roots of Peace and the United States Agency of International Development that all transportation funded under the AMP Project complies with the Fly America Act. Offerors must be familiar with the Act. In general terms, a US flag carrier must always be used to provide transportation. However, there are exclusions to this requirement, that may be applicable (see below). The contractual language, taken from ROP's agreement with USAID, and which will form part of the PO with the Offeror is as follows:

M17. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)

b. FLY AMERICA ACT RESTRICTIONS

1. *The recipient must use U.S. Flag Air Carriers for all international air transportation (including personal effects) funded by this award pursuant to the Fly America Act and its implementing regulations to the extent service by such carriers is available.*
2. *In the event that the recipient selects a carrier other than a U.S. Flag Air Carrier for international air transportation, in order for the costs of such international air transportation to be allowable, the recipient must document such transportation in accordance with this provision and maintain such documentation pursuant to the Standard Provision, "Accounting, Audit and Records." The documentation must use one of the following reasons or other exception under the Fly America Act:*
 - i. *The recipient uses a European Union (EU) flag air carrier, which is an airline operating from an EU country that has signed the US-EU "Open Skies" agreement (<http://www.state.gov/e/eb/rls/othr/ata/i/ic/170684.htm>).*
 - ii. *Travel to or from one of the following countries on an airline of that country when no city pair fare is in effect for that leg (see <http://apps.fas.qsa.gov/citypairs/search/>):*
 - a. *Australia on an Australian airline,*
 - b. *Switzerland on a Swiss airline, or*
 - c. *Japan on a Japanese airline;*
 - iii. *Only for a particular leg of a route on which no US Flag Air Carrier provides service on that route;*
 - iv. *For a trip of 3 hours or less, the use of a US Flag Air Carrier at least doubles the travel time;*
 - v. *If the US Flag Air Carrier offers direct service, use of the US Flag Air Carrier would increase the travel time by more than 24 hours; or*
 - vi. *If the US Flag Air Carrier does not offer direct service,*
 - a. *Use of the US Flag Air Carrier increases the number of aircraft changes by 2 or more,*
 - b. *Use of the US Flag Air Carrier extends travel time by 6 hours or more, or*
 - c. *Use of the US Flag Air Carrier requires a layover at an overseas interchange of 4 hours or more.*

c. DEFINITIONS

The terms used in this provision have the following meanings:

1. *"International air transportation" means international air travel by individuals (and their personal effects) or transportation of cargo by air between a place in the United States and a place outside thereof, or between two places both of which are outside the United States.*
2. *"U.S. Flag Air Carrier" means an air carrier on the list issued by the U.S. Department of Transportation at <http://ostpxweb.dot.gov/aviation/certific/certlist.htm>. U.S. Flag Air Carrier service also includes service provided under a code share agreement with another*

air carrier when the ticket, or documentation for an electronic ticket, identifies the U.S. flag air carrier's designator code and flight number.

3. *For this provision, the term "United States" includes the fifty states, Commonwealth of Puerto Rico, possessions of the United States, and the District of Columbia.*

d. **SUBAWARDS AND CONTRACTS**

This provision must be included in all sub awards and contracts under which this award will finance international air transportation.

The Offeror must be able to provide documentation to Roots of Peace when a non-US flag carrier is selected to provide transportation according to the exclusions documented above.

B. Contractual Mechanism

A Basic Ordering agreement (BOA) will be used for this procurement. This is done in view of the relatively large award size, uncertainty of the exact payload and the time of carriage (which will be determined upon release of the RFQ and execution of the Purchase Order). Please refer to the official U.S. website [acquisitions.gov \(https://www.acquisition.gov/content/16703-basic-ordering-agreements\)](https://www.acquisition.gov/content/16703-basic-ordering-agreements) for details.

The key features of this contractual mechanism are:

1. The BOA will describe the key requirements for implementing air carriage of Afghan exports to selected overseas destination.
2. The BOA will provide an opportunity for potential offerors to review and understand the requirements and feedback, as well as raise questions for clarification.
3. The BOA will pre-qualify offerors based on submitted proposals. Different offerors may be selected to implement different routes or dates.
4. When AMP confirms the need for a flight based on demand, a Request for Quotations will be sent to pre-qualified offerors.
5. Once the Request for Quotations is sent, the offeror is expected to respond with proposed rates within 48 hours (actual duration subject to AMP's decision). Once AMP selects the offeror, the offeror is given seven calendar days to arrange the actual landing of a cargo charter flight – all details will be included in the PO.
6. All the services described are expected to be the same as per the proposal.
7. Each origin-destination will have an individual PO.

A flowchart for the procedure of shipping the items and the responsibilities of the shipper, AMP and the selected offeror is included in **Annex 2**.

C. Evaluation of Proposals

Proposals will be evaluated based on companies meeting minimum requirements, taking into consideration design (where appropriate), prior relevant experience, flexibility on payment/cancellation terms and cost. The weighting of specific criteria is as follows:

1. Company Profile – 20 points
 - Company Vision and Mission
 - Senior Management Team
 - U.S. incorporation
 - Worldwide network and offices
 - Short bio of proposed key contact point (name, title, years in company, experience)
2. Technical Proposal – 60 points.
 - Aircraft proposed/available (model, maximum payload, load volume); different aircraft models can be proposed
 - Ability to propose charter rates for specific origin-destination within 48 hours

- Ability to organize charter on seven calendar days' notice
 - Steps and actions to ensure timely and safe delivery of freight, in compliance with the Fly America Act
 - Additional services if any
3. Track Record – 20 Points.
- Experience in air cargo charter in general
 - Experience in handling air charters in remote and/or hostile environments
 - Instances of handling air charter / air freight for the US Government, USAID or any international development and humanitarian aid organization will be a bonus
 - Instances of working in Afghanistan, India, U.A.E. and/or Turkey will be bonus

It is anticipated that a Basic Ordering Agreement will be awarded solely based on the original proposals received. However, AMP reserves the right to conduct discussions, negotiations and/or request clarifications prior to awarding a contract.

D. Guidelines on Proposal Submission

Offerors are invited to seek clarification or ask questions about this RFP. All questions or requests for clarification should be in English and be made by email by the deadline outlined on the cover page. Responses to questions or requests for clarification may be shared with other offerors that have requested information. Any verbal information received from employees of ROP/AMP or any other entity should not be considered as an official response to any questions regarding this RFP.

Offerors are requested to submit one or more signed and dated proposals to the AMP Procurement Office at AMP-PROCUREMENT@rootsofpeace.org before the deadline specified in this solicitation. Please reference the RFP number in the email subject line. Supporting attachments should be less than 10Mb.

Please ensure that each proposal includes:

1. Company name and address
2. Name and contact details (email and mobile phone number) for authorized representative
3. Copy of company official registration or business license
4. Company Profile
5. Technical Proposal
6. Track Record

For points (4), (5) and (6), please ensure that each requested topic described in Section C: Evaluation of Proposal” is sufficiently addressed. Please note that significant deficiencies in responses may lead to disqualification. AMP reserves the right to waive immaterial deficiencies at its discretion.

E. Additional Information

1. This RFP in no way obligates ROP/AMP to make an award, nor does it commit ROP/AMP to pay any costs incurred by a company in the preparation and submission of a proposal or amendments to a proposal.
2. ROP/AMP reserves the right to reject any or all proposals without assigning any reasons.
3. If a company anticipates subcontracting any of the work to a subcontractor, they must provide details of the subcontractor to ROP/AMP for approval.
4. ROP-AMP will not share its internal evaluation documents.

If you are approached by anyone suggesting unlawful actions regarding this RFQ or have any concerns or suspicions that your proposal is not being treated with honesty, transparency, and integrity, please contact the Special Inspector General for Afghanistan Reconstruction on +93 700107300 or email sigar.hotline@mail.mil. Confidentiality or anonymity can be guaranteed.

Annex 1

Frequently Asked Questions (FAQ)

1. What are the commonly shipped commodities?

They can be classified as mainly HS 07 (Fresh and dried vegetables), HS08 (Edible fruits and nuts), HS09 (spices) and HS13 (vegetables and extracts). Specifically, they may include fresh grapes, apples, pomegranates, cherries, apricots, walnuts, almonds, raisins, asafoetida, pulses, oilseeds, spices and saffron. Fruit juices and beverages as well as fruit concentrates could also be transported. The exact list of items will be specified and communicated at least seven days in advance of the ETA (estimated time of arrival) for the aircraft to land at the origin airports.

2. Are there cold chain facilities at the origin?

Yes, but they are limited. At Kabul KBL, there is a two-chamber cold storage that can store up to 60 metric tons. Part of the storage can be utilized in times of emergency. In Kandahar, there is no proper cold storage. It is important for the aircraft to land and take-off as scheduled to avoid probable compromise to the Afghan exports which are sensitive to heat, especially summer months.

3. Are there any Dangerous Goods to be shipped?

No DGs will be shipped. There is no need to follow IATA Dangerous Goods Regulation (DGR) as such.

4. Does the consignee at destination have importer's license?

Yes. They have. For any trade and import license, this is under the responsibility of the consignee or importer.

5. If my company only wish to submit quotations for some, but not all the origins-destinations, is this acceptable?

Yes. Please specify the origin-destination pair. The proposal does not need to include all the six routes.

6. Could the origin airport be varied?

No. KBL and KDH are the only two origin airports and will not be changed.

7. Could the destination airport be changed?

The destination airports given in Section 2 "Specific Services Required" are fixed for New Delhi and Istanbul. The offeror should propose the specific airport at Dubai.

8. Could the contracted company be a non-U.S. incorporated entity?

No. The offeror must be a business entity incorporated in the U.S.

9. What happens if the actual payload per trip is less or more than 40 metric tons?

The offeror is responsible to propose an aircraft model that can carry at least 40 metric tons. The proposed air charter rate is per flight, so the full rate will still be paid if the actual payload is less than 40 metric tons. If the aircraft can carry a higher permissible load, and if AMP has additional load to the same destination, the offeror can propose the freight rate per kg as an additional service.

10. How will payment be made?

AMP will make the payment through electronic fund transfer to the designated bank account provided by the offeror. Currency is in United States Dollars (USD). Payment will be made from the USA.

11. Is it possible for multiple POs be issued for the same route?

Yes. For instance, a Kabul-Delhi flight is needed in Month 1, and a PO is issued where offeror A is selected. In Month 2, another flight is required for Kabul-Delhi. A second PO is issued. The same offeror A or a new offeror B could be selected, based on price competitiveness.

12. Is it possible for POs be issued for the new routes?

Yes. New routes include flights to new countries not in the current list that covers India, U.A.E. and Turkey. New routes can also cover new destination airport in the existing list of countries, such as Mumbai in India. The addition of new routes primarily depends on the demand and the overall budget.



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Annex 2: Air Export Program Flowchart

