

Request for Quotations

Commercial Services/Supplies (SF)

1. RFQ NUMBER 611500.01.20.453	2. TITLE OF SOLICITATION ACTIVITY Procurement of Protective Gears	3. DATE RFQ ISSUED August 06, 2020
4. DUE DATE/TIME FOR QUOTATIONS* August 13, 2020	5. SUBMIT QUOTATIONS TO AMANAT.Procurement@msiworldwide.com	6. MINIMUM QUOTATION VALIDITY 1 Year
7. CLARIFICATION REQUESTS DUE BY August 11, 2020	8. SUBMIT CLARIFICATION REQUESTS TO AMANAT.Procurement@msiworldwide.com Procurement Team	9. ANTICIPATED DELIVERY DATE(S) After Awarding Contract by Monthly Basis, 2020
10. MSI CLIENT USAID	11. MSI PROJECT NAME AMANAT	12. MSI PRIME CONTRACT / ORDER # 611500.01
13. TYPE OF AGREEMENT TO BE ISSUED Blanket Purchase Agreement (BPA)	14. PAYMENT TERMS 30 Days after Successful Goods Delivery via MSI Home Office	15. GEOGRAPHIC CODE NA

* Quotations received after due date/time may not be considered. **Reference **RFQ No. 611500.01.20.448** on all communications.

BACKGROUND

Management Systems International (MSI) wishes to purchase the items/services detailed in **Annex A** and hereby requests product and price quotes from qualified vendors.

MSI intends to select a supplier based on the lowest priced technically acceptable quotation received for the award of a Blanket Purchase Agreement on or before **August 13, 2020**. Lowest Price Technically Acceptable is defined as the lowest-priced offer which meets or exceeds the minimum stated required technical specifications.

ELIGIBILITY

In order to be considered for award, Offerors must include all the following information in their quotations:

- Ability to meet or exceed the required **TECHNICAL SPECIFICATIONS** (The items/services outlined in **Annex A**, Statement of Work); **THINK TECHNICAL ACCEPTABILITY!**
Insert as applicable: Ability to deliver the items/services specified in **Annex A** no later than the date(s) required (see Block 9 above).
Insert as applicable: Ability to provide Warranty Services as stated in **Annex A**.
- Complete Responsibility Questionnaire and Source Nationality Certification at **Annex B**

Quotations which include supplies and/or services from a prohibited source country shall not be eligible for award. Current lists of prohibited sources are available at <http://www.usaid.gov/ads/policy/300/310> and at <http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx>.

CONTENT AND FORMAT FOR QUOTATIONS

Offerors must submit and format their quotations using the format indicated. Offerors may request assistance to complete these forms from the person indicated in Block 8 above.

- Cover letter (one page), signed by an authorized representative of your organization.
- A description of the item(s)/service(s) to be provided by the Offeror as detailed in **Annex A**.
- An itemized price quotation in **local AFN currency** shall be submitted **(Mentioned Email) using the Pricing Table in Annex A**. The Table may include additional items that the Offeror wishes to propose but those items shall be priced separately.
- Completed "Responsibility Questionnaire and Source and Nationality Certification" attached as **Annex B**.

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EVALUATION

Award will be made based on the lowest evaluated price of proposals meeting or exceeding the acceptability standards for non-cost factors as stated in **Annex A**.

MSI reserves the right to reject any or all offers or make multiple awards if such action is in the best interests of MSI, its Client, or the Host Country. MSI may waive informalities and minor irregularities in offers received, should such actions be in the best interest of MSI, its Client, or the Host Country.

CONTRACT PROVISIONS

A Blanket Purchase Agreement, which includes General Provisions, will be issued to the winner and for more detail please see the Annex C.

Thank you for your participation. Should you have any questions, kindly contact the person specified in Block 8.

Regards,

MSI AMANAT Procurement Team

Annex A

Statement of Work & Pricing Table

Pricing Table for the needed items

Number	Item Description	QTY	Unit Price	Total Price
1	Face Mask	15,840 Each		AFN
2	Gloves, Vinyl or equal	12 Packs		AFN
3	Hand Sanitizer	360 Bottle		AFN

- 1- Medical face Masks or N95 Masks are not acceptable
- 2- Medical Gloves are not acceptable

Annex B

Responsibility Questionnaire & Source Nationality Certification

Responsibility Questionnaire

Offerors are required to demonstrate that they are responsible. Responsibility is determined in a number of ways. Please complete the following sections as they apply to your firm and the subject procurement.

- ☐ Providers of Commercial Off-The-Shelf commodities available for immediate purchase, with a value of not-to-exceed US\$ 25,000, please skip to **Source, Nationality, and Availability for Purchase** certification.

SECTION A: SAM REGISTERED OFFERORS

Is your company registered with the U.S. Government System for Award Management at www.sam.gov?

- ☐ YES ☐ NO

If **YES**, please complete number 1 and 2 below. If **NO**, please continue on to Section B.

1. DUNS #: _____
2. Is the information listed for your firm on the SAM website including the Representations and Certifications *current, accurate, and complete*? ☐ YES ☐ NO

SECTION B: OFFERORS NOT REGISTERED IN SAM

1. Legal Name

& Legal address of firm:

2. Tax ID: _____ (for applicable countries)

3. List the following for each owner of the firm:

- a. Name of Owner(s): _____
- b. Percentage of ownership: _____

- c. Nationality of Owner(s): _____
4. List the firm's principal areas of business: _____
5. Indicate the percentage of Government Ownership (enter 0 if none): _____ 6. Indicate the number of years the firm has been in business: _____
7. List principal clients in last 18 months: _____
8. Demonstration Of Financial Responsibility:
- a. Demonstrate to the satisfaction of MSI that the firm has adequate financial resources for the activity.
- _____

OR

- b. Provide the following information:
- i. Average quarterly revenue: _____
- ii. List the firms bank name and the number of business account the firm holds:
- _____
- iii. Indicate the firm's approximate cash assets: _____

Source Nationality and Availability for Purchase

Offerors are required to submit information regarding the nationality of the firm for both commodities and services (Section A). In addition, for commodity solicitations, the Offeror is required to also provide Source information regarding the commodities required in the solicitation and confirm that they have the commodities available for sale at the time of purchase (Section B).

SECTION A: NATIONALITY OF OFFEROR

This is to certify that the Offeror of the services and/or commodities required in the solicitation is (check applicable box and enter name country which applies):

A corporation or partnership organized under the laws of the country of

- ☐ A controlled foreign corporation of which more than 50% of the total combined voting power of all classes of stock is owned by United States shareholders; or
- ☐ A joint venture or unincorporated association consisting entirely of individuals, partnerships or corporations. If so, please describe the citizenship or legal status of the individuals, the legal status of the partnership or corporations, and the % voting power of the corporations:

SECTION B 1. SOURCE¹ (FOR COMMODITIES AND SHIPPING SERVICES ONLY)

¹ Source means the country from which a commodity is shipped to the Offeror or the cooperating country if the commodity is located in that country at the time of the purchase.

By signing this form, the Offeror certifies that the SOURCE of the commodities or the shipping services to be provided under this solicitation is ____ (country name).

Note: If the commodities are available for immediate purchase, their source is the country in which the commodities are to be purchased. For example, if computers are available in a store in Indonesia for immediate purchase, the source of the commodities is Indonesian.

2. AVAILABILITY FOR PURCHASE OF COMMODITY

Are the commodities currently available in your store in the requested quantities for **immediate** purchase?

☐ YES ☐ NO

AUTHORIZED COMPANY SIGNATORY

COMPANY	NAME	TITLE
SIGNATURE		DATE

Annex C Special Provisions

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- 1- The contract will be for 1 year
 - 2- Quotes should be valid for minimum of 1 Year
 - 3- Make sure each item is priced independently
 - 4- Please send your quotes only if the item is available in your stock
 - 5- All Quotes should be in AFN Currency
 - 6- All Payments against this request will be complete by MSI Home Office within minimum 30 working days after each successful delivery
 - 7- Invoices should submit to AMANAT office by end of each month
 - 8- All Respected offerors should have a valid business license
 - 9- MSI-AMANAT Will not accept products from debarred countries (You Can See the list of debarred countries in USAID Afghanistan website)
 - 10- Delivery Destination for these items are the Baron Camp, Hawashinasi Road, Kabul, Afghanistan.
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