



ComfortAid International

COMFORT AID INTERNATIONAL

RFQ FOR MIDICAL SUPPLY

MIDICAL SUPPLY(DRUG&MEDICAL SUPPLY)
FOR BHCs OF Comfort Aid International

9/7/2020

REQUEST FOR QUOTATION (RFQ)

Comfort Aid International (CAI), Afghanistan

Comfort Aid International is a non-profit nongovernment organization working in Afghanistan and registered with Ministry of Economy. This RFQ is for medical supply(drug) for BHCs projects of CAI in Dykundi and Bamyan provinces.

RFQ Issue Date	07 September 2020
RFQ Title	MIDICAL SUPPLY(DRUG&MEDICAL SUPPLY) FOR BHCs OF Comfort Aid International
RFQ No.	ISC
Last Date for Submission of Quotations	[09/07/2020]
Expected Date to Start Work	10/08/2020]
Duration of the Contract	[ONE YEAR]

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ATTACHMENTS

Attachment	Description
Attachment A	DRUG & MEDICAL SUPPLY LIST FOR QUOTATIOAN
Attachment B	NONE

1. ABOUT COMFORT AID INTERNATIONAL (CAI)

CAI (Afghanistan) is a non-government and non-profit organization based in USA with its Afghanistan office registered with the Ministry of Economy, Government of Afghanistan, under registration number 305. Head office of CAI Afghanistan is situated in Kabul.

2. BACKGROUND

The projects are funded by CAI (USA) and is implemented by CAI Afghanistan Office.

CAI through this RFQ invites companies and sole proprietors to perform procurement of medical supply for health services project.

3. SCOPE OF WORK

Contractor is required to supply the medical supply specified in Attachment A on project according to the schedule prepared by CAI.

CAI will control valid date and quality of all medical supply items (Drug& Medical supply).

CAI has right to reject the items that do not fulfill the specifications and quality criteria have set by CAI.

All of medical supply should have at least more than **Two-years valid date.**

Any expired items (medical supply) will be rejected by CAI.

Locations of clinics:

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1. Bamyan-Yakawlang-Sachak
2. Daukundi: Ashtarlay- Deharoos
3. Daukundi: Ashtarlay- Ahangar
4. Daykundi: Sharsitan-Ozmook
5. Daykundi: Khedir-Gazbeeri
6. Daykundi: Kiti

4. SPECIFICATION AND QUALITY OF DRUG

Specification required quality of drug has been specified in the Attachment A. CAI has right to reject the drug that does not fulfill the specification and quality criteria given in the Attachment.

Any loss incurred to the contractor for purchase of material other than given specification and cost of transportation shall not be claimed by the contractor in respect of any material rejected by CAI.

5. Quotation

The Quotation should at minimum contain the following:

- Complete name, business address and contact details of contact person
- Legal status of the firm/ company submitting Quotation
- Fill the attachment of quotation

Quotations must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

In the event it becomes necessary to revise any part of the RFQ, addenda will be provided. Deadlines for submission of RFQ's may be adjusted to allow for revisions. The entire Quotation document with any amendments should be returned.

Quotations should be prepared simply and economically providing a straight forward, concise description of the contractor's ability to meet the requirements of the RFQ. Quotations shall be typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person signing the Quotation.

6. FINANCIAL QUOTATION

Financial Quotation shall be included in the technical Quotation under separate section.

Quotation price shall include the following:

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- Price of all the medical supply items specified in the Attachment A

Currency of Quotation shall be USD and all payments shall be made accordingly.

Price of the contract once agreed shall not be revised.

7. LEGAL REQUIREMENTS AND QUALIFICATION

The Contractor should have a valid medical supply or trading company ltd. license from Afghanistan Investment Support Agency (AISA) or Chamber of Commerce and from any other department/ministry. The Contractor shall fulfill all formalities and legal requirements of the government of Afghanistan for performing services.

8. EXECUTION OF THE PROJECT

The selected Contractor shall use his own vehicles, equipment, materials, supplies, accessories, office space, etc. to perform the required work.

Traveling, lodging of laborers, food, communication, security and other arrangements shall be responsibility of the Contractor.

9. QUOTATION ACCEPTANCE

CAI reserves the right to accept or reject any and all Quotations, in whole or in part, received as a result of this RFQ; to waive minor irregularities; or to negotiate with all responsible proposers, in any manner necessary, to serve the best interest of CAI. Further, CAI reserves the right to make a whole award, multiple awards, a partial award, or no award at all.

10. PRE-AWARD MEETINGS

CAI may shortlist proposers for meetings and investigation. Final decision of successful proposer may be made after meetings with staff of the shortlisted proposers.

11. DECISION ON QUOTATION AND COMMUNICATION

The procurement committee of CAI shall receive Quotation. Quotations shall be opened in meeting of Procurement Committee in a meeting held for this purpose. Quotations shall be shortlisted or selected by them based on criteria decided by the Procurement Committee.

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Decision of the Committee shall be communicated to all proposers on their given email IDs within three days of the meeting and decision.

12. DISCUSSION/INTERVIEW SESSIONS

CAI may call meetings with selected proposers to get more information that may be required to decide on the Quotation. CAI may also interview the personnel mentioned as project team to understand their understanding of work and know their experience of work and performing similar assignments.

CAI also reserves the right to visit Proposer's place of business during the evaluation process and required evidence of completed projects as mentioned in proposer's Quotation.

13. GENERAL TERMS

Technical and cost Quotation have equal weight in Quotation evaluation.

Decision of the management of CAI regarding short listing and selection of Quotation cannot be challenged.

Tax shall be deducted on all payments made to the Contractor that are subject to withholding taxes.

Detailed terms of the project shall be agreed in contract.

14. SUBMISSION OF QUOTATION

Quotation including cost Quotation shall be submitted by due date in sealed envelopes on following E-mail address :

Info.afghanistan@comfortaid.org

0202530242 (8:00 am to 4:00 pm{Thursday 8:00 am to 1:00 pm})

Late Quotations shall not be accepted. Quotations may be submitted online on the following email ID.

Info.afghanistan@comfortaid.org

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15. CONTACT DETAILS

Further information related to submission of Quotations and the project can be obtained from the following contact details:

Dr Sayed Assef Hossaini
Health Program Manager
CAI
Phone: 0202530242
Email: info.afghanistan@comfortaid.org

Please send your Quotation to above email as a soft only.

And hard copy to below address:

Shahrak omid sabz – phase # 4- M49- Comfort Aid International school

شهرک امید سبز (شهرک حاجی نبی) فاز چهار قطعه ام ۴۹ مکتب خصوصی کمک های آسایش جهانی



ComfortAid International

