Public tender

Legal services for Geneva Call Afghanistan

# Contractor

Geneva Call (www.genevacall.org) is a Swiss, neutral, impartial, and independent international humanitarian organisation with its main office in Kabul, and sub-offices in Kandahar, Kunduz, Kunar and Nangarhar provinces. Geneva Call occasionally conducts its activities in other regions of Afghanistan.

Geneva Call publicizes a call for all interested companies and individuals to provide quotations (description, costs, payment requests and procedures, registration documents) for the following legal services, with a corresponding expertise and track of records:

Legal services and advice (on demand) in the following matters:

1. (I)NGO registration and project registration procedures
2. Stay of foreign national in the country, visa and work permit procedures
3. Afghan national labour law (in relation to working hours, types of work contracts etc.)
4. Tax procedures and requirements; ability to end disputes in these matters when they might arise
5. Inspect and approve wording of different types of contracts when needed (service provisions, rentals, utility bills, insurance)
6. In an unlikely situation when Geneva Call national staff member(s) would be arrested in connection with their work, the legal service provider should ensure their release

Legal service provider should be able to negotiate with the competent authorities.

Legal services provider can be based in Kabul for legal services 1. to 5.

For the service no. 6., the required precondition is that legal experts are based in Kabul, Kandahar, Kunduz, Kunar and Nangarhar provinces in order to be able to act without delay.

Only the successful bidders will be contacted. Offers will be reviewed by committee members.

A selection committee will gather administrative and technical personnel (legal advisors) of Geneva Call.

Proposals shall be sent to [HR-Eurasia@genevacall.org](mailto:HR-Eurasia@genevacall.org)

Kabul, 14 September 2020