

**REQUEST FOR QUOTATION**

TO:

All interested bidders

<b>Date of issue:</b>	Sep 30, 2020
<b>File no.:</b>	NCA-0210
<b>Contract title:</b>	Provision of NFIs Kits
<b>Closing date:</b>	Oct 20, 2020 at 3PM Kabul time
<b>For further information, please contact the Contracting Authority:</b>	NCA, Afghanistan Contact Tel: + E-mail: <a href="mailto:Afghan.operations@nca.no">Afghan.operations@nca.no</a>
<b>Please note that the Quotations may be delivered to the Contracting Authority at the above address by in a sealed envelope clearly marked with the above File Number and the name of the submitting company.</b>	

**NCA, AFGHANISTAN INVITES YOU TO SUBMIT A QUOTATION FOR THE FOLLOWING**

Lots	Description	Unit	Estimated Quantity	Required delivery date
1	Blankets (Double Size)	Each	450	15th Nov 2020
2	Local Tent	Each	150	
3	Plastic Mats	Each	150	
4	Standard NFI kits	Kits	250	
5	Standard Winter Clothing Kits	Kits	140	

**Lots NO# 1-2-3 Specification**

No	Items	Specifications	QTY	Unit Cost USD	Total Cost USD
1	Blankets (Double size)	Double Size: 200cm x 240cm, Weight 4 kg, Double layer, 100% polyester, with plastic bag Single Size: 150cmx200cm,	450		
2	Local Tent with necessary tools for pitching	Family tent of total area 23 sqm. Approximate weight 55.0 kg, having complete accessories, poles, beams, rope, Poly-Cotton. (Polyester/Cotton blended Composition: fibre yarns). Cotton: 40% (±10), polyester: 60% (±10) = Polyester: 50% to 70%, with balance in cotton. Specific weight: 350 g/m <sup>2</sup> ±15% in finished state. (family size)	150		
3	Plastic mats	Large Size	150		

**Standard NFIs KITS (PER KIT ITEMS SPECIFICATION (Lot 4))**

SN	Item	Description	Quantity	Unit Cost USD	Total Cost USD
1	Cooking pot	Aluminium non-stick cookware, with two handles, 6 liters	1		
2	Pressure Cooker	10 litter, Net Weight 4Kg+ including lid, handle and rubber, Thickness 1cm, Made in Afghanistan	2		
3	Tea pot/kettle	Capacity:3 litre, Heavy Aluminium, Weight:830g - 840g	3		
4	Kitchen knife	Stainless steel, medium size, strong enough for all sort of kitchen use with cover	4		
5	Serving Spoon	Stainless steel, large size, with strong handle	5		
6	Stainless steel mugs	For drinking water, Stainless steel, 65 - 75 gr	6		

7	Plates	stainless steel, medium size, round, 22-24 cm, 160-170 gr.	6		
8	Table size spoon	stainless steel, table size, 20-30 gr.	6		
9	Plastic cover (Plastic box for keeping food)	Plastic box with two handles and two side opening lid	1		
10	Steel Bowl	Size 25cm Diameter, weight 160g-170g, material: stainless steel	6		
11	Hand Soap Bar	Multipurpose regular Soap Bars, 250 gr (+-) with minimum 2 years expiry date	6		
12	Laundry soap	Ordinary Soap, 200 (+-) gr	6		
13	Gas cylinder with an attached stove	5 kg, empty, of the best quality, with robust single burner	1		
14	Plastic Sheet/Tarpaulin	4mx6m, 250 microns. For more details spec refer to (Detail Specs Annex Available)	1		
15	Solar Table Lamp and Solar Flood Lamp	Plastic Table Lamp: High efficiency integrated polycrystalline solar panel, Easily replaceable, high performance Ni-MH battery, two brightness settings, (standard, High), weather resistant for sun and rain, Solar or AC charging options Solar Flood Lamp: Bright light and mobile charging in one device, Four brightness setting (Low, Medium, High, Bed), High efficiency, weather resistant solar panel, Rain resistant housing, Charge indicator showing the level of battery charge, Robust circuitry for long-life performance, Deep discharge & overcharge protection to preserve battery life	2		
16	Metallic/Stainless Bucket	Metallic/Stainless steel bucket, Durable handle, Thickness 0.4mm, Weight 536(g) Diameter 28 (cm) Height 24.5 (cm), Approx. 10 +- Litter	1		
<b>Sub Total USD:</b>					

**Standard Winter Clothing Kit (PER KIT ITEMS SPECIFICATION) Lot 5**

SN	Item	Description	Quantity	Unit Cost USD	Total Cost USD
1	Children Sweater	Woollen, crew neck, five different sizes, 2 for boys (Size A- 2 to 5 years, Size B – 6 to 9 years)and 2 for girls (Size A- 2 to 5 years, Size B – 6 to 9 years), 1 for girl (Size: < 10 years)	5		
2	Adult Sweater	Woollen, Adult size, one for female crew neck, cardigan with buttons up the front (Large Size) and one for male crew neck (Large Size)	2		
3	Woman's Winter Shawl	Woollen made for women, 200cmx100cm	2		
4	Male winter wrap, Patto	Woollen made for men	2		
5	Winter Shoes for adults	Adult winter shoes, waterproof, made of rubber, synthetic materials, leather, or a combination of materials one for female (Size-36 to 47) and one for male (Size-39 to 45. 2	2		
6	Boots for children	Children winter shoes, waterproof, made of rubber, synthetic materials, leather, or a combination of materials four different sizes (Size A- 3 to 5 years, Size B – 5 to 9 years, Size C- 9 to 11 years, Size D – 11 to 14 years)	4		
7	Socks (Pairs)	Warm winter socks, 4 adult size and 8 children size	12		
8	Children Woollen winter Gloves	4 Different sizes wool winter/warm gloves (two for girls and two for boys)	4		
9	Warm Winter Woollen Children Caps	4 Different size, good wool winter/warm caps (two for girls and two for boys)	4		
<b>Sub Total USD:</b>					

**Note: The above prices include all the taxes, including delivery to NCA office**

**NCA has the right to split the lots into different suppliers.**

## INSTRUCTIONS

### **A.1. Acknowledgement**

Upon receipt of the Request for Quotation please inform the Contracting Authority if you intend to submit a quotation. Please respond even if negative.

### **A.2. General**

The goods to be purchased are for use by the Contracting Authority in its Humanitarian Program in Afghanistan. The supplier can submit a quotation for one, several or all lots.

### **A.3. Cost of quotation**

The supplier shall bear all costs associated with the preparation and submission of his quotation and the Contracting Authority will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the negotiated procedure.

### **A.4. Eligibility and qualification requirements**

Suppliers are not eligible if they are in one of the situations listed in article 15 of the General Terms and Conditions for Supply Contracts.

In the Quotation Submission Form suppliers shall attest that they meet the above eligibility criteria. If required by the Contracting Authority, the supplier whose quotation is accepted shall further provide evidence satisfactory to the Contracting Authority of its eligibility through certificates issued by competent authorities in its country of establishment or operation or, if such certificates are not available, through a sworn statement.

Suppliers shall also be requested to certify that they comply with article 13. "Child Labour and Forced Labour" and article 14 "Mines" of the General Terms and Conditions for Supply Contracts and with the Code of Conduct for Contractors.

To give evidence of their capability and adequate resources Suppliers shall provide the information and the documents requested by the Contracting Authority.

### **A.5. Exclusion from award of contracts**

Contracts may not be awarded to Candidates who, during this procedure:

- (a) are subject to conflict of interest:
- (b) are guilty of misrepresentation in supplying the information required by the Contracting Authority as a condition of participation in the Contract procedure or fail to supply this information.

### **A.6. Documents comprising the Request for Quotation**

The Supplier shall complete and submit the following document with his quotation:

1. The attached Quotation Submission Form
2. Valid Business License

### **A.7. Price**

The price quoted by the supplier shall not be subject to adjustments on any account except as otherwise provided in the conditions of the Contract.

Price shall be quoted in USD.

**Tax****Withholding Tax on Subcontractor:**

Government withholding Tax: Pursuant to Article 72 in the Afghanistan Tax law effective March 21, 2009, NCA is required withhold "contractor" taxes from the gross amount payable to all Afghan for-profit subcontractor/vendors with aggregate amount of AFN 500,000.00 or greater and transfer this to the Ministry of Finance. In accordance with this requirement, NCA shall withhold 2% tax from all gross invoices from subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce License. For subcontractors /vendors without active AISA or Ministry of Commerce license, NCA shall withhold seven percent 7% "contractor" tax per current Afghanistan Tax law

**A.8. Validity**

Quotations shall remain valid and open for acceptance for 30 days after the closing date.

**A.9. Submission of Proposal and Closing date**

Quotation must be received by the Contracting Authority as specified on page 1 not later than the closing date and time. Any quotations received after that will not be considered.

The tenderers have only one option to submit their RFQs

1. Submission in hardcopies in a sealed envelope and clearly stating the RFQ number on the backside of envelope (**RFQ#0210-Provision of NFIs Kits**)

**A.10. Award of Contract and Criteria**

The Contracting Authority will award the Contract to the supplier whose quotation has been determined to be substantially responsive to this Request for Quotation (RFQ) and who has offered the lowest evaluated price, provided further that the supplier has the capability and resources to carry out the Contract effectively

Successful Bidders who are awarded contracts will be notified by the receipt of the original Purchase Order/Contract and acknowledgement copy. In case of urgency successful Bidders(s) may also be notified by email.

The Contracting Authority reserves the right to accept all or part of your quotation, whichever is in its best financial interest.

The Evaluation will be based on the quality of the materials, Delivery time and financial proposals.

**A.11. Cancellation for convenience**

The Contracting Authority may for its own convenience and without charge or liability cancel the RFQ at any stage.

## **SPECIAL CONDITIONS**

**B.1. Scope of Supply and Provision of NFIs Kits**

The subject of the contract is the supply, Supply and Delivery of NFIs Kits of the supplies described in the Price and Technical Data Form in Annex 1.

**B.2. Packing**

**Standard NFIs KITS (PER KIT ITEMS)** Must be packed in a light colour carton, labelled, and printed out on the top of the box listing of the items inside the carton. Including NCA logo printed in single colour.

**Standard Winter Clothing Kit (PER KIT ITEMS)** Must be packed in a dark colour cloth bag, labelled, and printed out on the top of the bag listing of the items inside the bag. Including NCA logo printed in single colour.

Items that needs packing must be packed separately and packed in the carton.

**B.3. Payment**

Payment will be made upon receipt of the following documents and within 30 days after receipt of goods:

## QUOTATION SUBMISSION FORM

### PRICE SCHEDULE

Lots	Description	Unit	Qty	Currency USD	
				Unit Price Incl. Tax	Total Price Incl. Tax
1	Blankets (Double Size)	Each	450		
2	Local Tent	Each	150		
3	Plastic Mats	Each	150		
4	Standard NFI kits	Kits	250		
5	Standard Winter Clothing Kits	Kits	140		
<b>GRAND TOTAL INCL TAX and Delivery in Kabul:</b>					

**Note: The quantity may increase or decrease based on the project needs.  
Samples of the above items will be requested from the shortlisted suppliers.**

Any subsequent procurement related to this Quotation will be subject to the Contracting Authorities General Terms and Conditions for Supply Contracts and the Code of Conduct for Contractors available through the below link. Printed versions are available on request.

<https://www.kirkensnodhjelp.no/en/about-nca/for-contractors/>

After having read this Request for Quotation# 0210 Provision of NFIs Kits on behalf of my company/business, I hereby:

- Accept, without restrictions, all the provisions in the Request for Quotation including General Terms and Conditions for Supply Contracts with annexes.
- Provided that a contract is issued by the Contracting Authority we hereby commit to furnish any or all items at the price offered and deliver same to the designated points within the delivery time stated above.
- Certify and attest that we meet the eligibility criteria stated in the Instructions.
- Certify and attest compliance with the Code of Conduct for Contractors.

This declaration will be confirmed in the Contract and misrepresentation will be regarded as grounds for termination.

Signature and stamp:

Signed by: \_\_\_\_\_

### The Contractor

Name of the company

Address

Telephone no.

E-mail:

Name of contact person

Date: