



REQUEST FOR QUOTATIONS

Roots of Peace (ROP-CBARD-WEST) project request quotations for provision of Spring Saplings for Farah province as outlined below:

Description of Goods & Related Services	Provision of Spring Saplings for Farah Province
RFQ #	RFQ-CBARD-2021-004
RFQ Issue Date:	5-January-2021
Deadline for Questions:	11-january-2021
Submission Method:	Questions should be submitted via email to llhamuddin.hadi@rootsofpeace.org
RFQ Closing Date:	18-January-2021
Submission Method:	Quotations should be submitted via email to CBARD-PROCUREMENT@rootsofpeace.org prior to the closing date above
Minimum Bid Validity Period:	90 days after closing date
Type of Award:	Purchase Order Agreement (POA)

Roots of Peace (ROP) is a humanitarian organization whose mission is to rid the world of landmines and other remnants of war by transforming toxic minefields into thriving farmland and communities through a focus on sustainable, organic farming practices. Roots of Peace implementing community base agriculture rural development (CBARD) project to support the Production of Fruit and Vegetables as an alternative to poppy Cultivation and Trade in three high Cultivation provinces of Afghanistan.

The Project support cold chain facilities to bring to Market Afghan fruit and vegetables. This will allow traders to source licit crops such as fresh fruits and vegetables from CBARD provinces while minimizing loss and deterioration.

Exporting better quality products to international markets is expected to lead to higher incomes for CBARD farmers and promote licit trade. The project will also focus on strengthening the human and institutional capacity of the Afghan Ministry of Agriculture, irrigation & Livestock (MAIL)

Moreover, the CBARD-AIM project will create a partnership between existing CBARD communities to reach three key objectives: reducing opium poppy cultivation, create licit economic development for former poppy farmers and women in the community, and supporting more sustainable peace.

A. INSTRUCTION TO BIDDERS

1. The supplier should be a legal registered company.
2. Should have a valid tax clearance certificates from ministry of finance-Afghanistan (For an organization).
3. The quotation must include the taxes as per Afghanistan tax law. ROP CBARD-West will not accept any additional taxes or changes to the awarded entity after an award is made.
4. According to GOIRA Tax Law, ROP-CBARD-West will withhold 2% tax of the gross amount from provider who has valid registration license with the relevant afghan ministries and remit the amount to ministry of finance and 7% tax from those who don't have registration licenses.
5. No advance payment will be made.
6. Payments will be made to the provider by bank transfer, ROP CBARD-West will pay the provider in accordance with the payment schedules as stipulated in the Purchase order agreement within 30 days of submission of an acceptable invoice by the provider and ROP CBARD-West acceptance of the service.
7. Incomplete and non-compliant offers will not be considered.
8. If asked, the supplier must provide the one-year financial audit report.
9. The supplier must provide two similar contracts.
10. The supplier must provide 3 references including name and address of the company, contact name, phone and official email address, details of service provided, value of contract and duration of contract.
11. The supplier must provide the list of targeted nurseries of saplings at the time of submission of quotation, failure to adhere this requirement may lead to disqualification of a quotation from evaluation.
12. Before signing contract with winner, all their nurseries will be checked/verified for the quality assurance by a joint team of CBARD-MAIL and ROP CBARD-West.
13. The saplings will be transported by the supplier to each centre of the targeted CDC.
14. The technical staff of MAIL/ROP will be present at the time of loading and unloading.
15. The supplier should transport 10% surplus/contingency to each site because some saplings will be damaged in the way during the transportation and will be return to the supplier.
16. The Saplings are required for distribution to farmers in two Districts of Farah (Khak-e-Safed and Pusht-e-Rod).
17. The supplier will deliver the saplings in interval according the plantation schedule to each district and village separately.
18. The saplings should be true to type, if any sapling is not true to type, then the supplier is responsible to replace all those saplings free of cost.
19. The supplier should provide guarantee letter for requested rootstock and variety.
20. The supplier should use best transportation method in order to avoid injuries to the saplings.
21. The saplings should be certified, healthy and free from any pest and disease.

Additional Specifications of Saplings:

- The Grapes height 30-60 cm, 8-12 mm diameter above then grafted union, must be free from any pest and disease. Saplings should be packed in plastic bags; roots should be covered by saw dust and number of saplings in each package should be known and labelled clearly indicating the variety, rootstock and source.
- The pomegranate height 80 cm, 8-15 mm diameter above then grafted union, must be free from any pest and disease. Saplings should be packed in plastic bags, roots should be covered by saw dust and number of saplings in each package should be known and labelled clearly indicating the variety, rootstock and source.
- The jujube height 70-80 cm, 8-11 mm diameter above then grafted union, must be free from any pest and disease. Saplings should be packed in plastic bags; roots should be covered by saw dust and number of saplings in each package should be known and labelled clearly indicating the variety, rootstock and source

B. Submission of offers

Submit signed, dated and stamped quotations in this RFQ format with your offers to designated committee member/s or Procurement team before deadline specified in this solicitation. The subject line must be the RFQ#, (RFQ-CBARD-2021-004) failure to adhere this instruction may lead to disqualification of a quotation from evaluation.

Please note that all quotations must be submitted in English.

Best offer proposals are requested. It is anticipated that a contract will be awarded solely on the basis of the original offers received. However, ROP CBARD-West reserves the right to conduct discussions, negotiations and/or request clarifications prior to awarding a contract.

C. Offer Format

Offerors are required to format their submissions in accordance with the instructions and requirements described in this RFQ. Failure to adhere to these instructions or requirements may lead to disqualification of a quotation from evaluation:

Company Information

- Company Name
- Company Address
- Name of Company's Authorized Representative
- Authorized Representative's Email, Phone Number.
- Copy of their official registration or business license.
- Copy of Tazkera (National ID).
- Summary of Relevant Capability, Experience and Past Performance.

Financial and Technical Offers

- Indicate fixed costs in the categories given.
- Indicate overall costs.
- Prices quoted in response to this RFQ must be priced in USD.
- Proposed Payment Terms.
- Validity period for quotation.

D. Questions on the RFQ

- Offerors are welcome to seek clarifications or ask questions on the technical and administrative aspects of this RFQ.
- All questions or requests for clarification must be in English.
- Questions or requests for clarification should be submitted in writing by email only, by the deadline, and to the email address stated on the cover page of the RFQ.
- Offerors should be aware that their responses to questions or requests for clarification may be shared with other Offerors.
- Any verbal information received from employees of ROP CBARD-West the Beneficiary or any other entity should not be considered as an official response to any questions regarding this RFQ.

E. Pricing

- All prices presented in a quotation should be firm, fixed and all-inclusive. No additional sums will be payable for any change or escalation in the cost of materials, equipment, packaging or labor, warranty-related costs and charges, and, any and all other costs and charges of whatever description or amount in connection with, necessary for, or resulting from the Offerors' required performance.
- Prices must include all taxes required by the Country in which the factory or assembly works. ROP CBARD-West will not accept any additional taxes or changes after any resulting award.

F. Sources and Nationality

The vendor may not supply any goods or services manufactured in or shipped from the following countries: Cuba, Iran, Laos, Libya, North Korea, or Syria.

G. Evaluation and Award

The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and meets or exceeds the minimum required technical specifications, and is judged to be the best value for the project.

Criteria	Score (%)
Pricing	30
Background and Experience	20
References	10
Technical	20
Quality	20

Please note that ROP CBARD-West will only inspect the saplings quality of shortlisted suppliers based on Pricing, Relevant Experiences, Technical and references. If there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed “non-responsive” and thereby disqualified from consideration. ROP CBARD-West reserves the right to waive immaterial deficiencies at its discretion.

H. Other Terms and Conditions

- A. This RFQ in no way obligates ROP CBARD-West to make an award, nor does it commit ROP CBARD-West to pay any costs incurred by the Offeror in the preparation and submission of a quotation or amendments to a quotation.
- B. If there are any significant deficiencies regarding responsiveness to the requirements of this RFQ, an Offer may be deemed “non-responsive” and thereby disqualified from consideration. ROP CBARD-West reserves the right to waive immaterial deficiencies at its discretion.
- C. ROP CBARD-West reserves the right to cancel this RFQ at any time.
- D. ROP CBARD-West reserves the right to reject any or all bids without assigning any reasons.
- E. ROP CBARD-West reserves the right to waive any administrative requirement in this RFQ.
- F. If the Offeror anticipates subcontracting any of the work to a subcontractor, the Offeror must provide details of the subcontractor to ROP CBARD-West for approval.
- G. ROP CBARD-West will have the right to carry out due diligence on any offer received.
- H. ROP CBARD-West will not share its internal evaluation documents.
- I. According to income tax law of GoIRA, CBARD-West will deduct/retain 2% of the total contracting amount for suppliers with registration licenses and remit the amount to MoF.
- J. Suppliers without registration licenses will be deducted 7% of the total contracting amount and remit the amount to MoF.

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 ROP office on heidi@rootsofpeace.org Confidentiality or anonymity can be guaranteed.

Annex 2. Financial Offer Format

ROP-CBARD-West requires quotation for the provision of Spring Saplings as outlined in the table below.

Item Nr.	Item Description	Specifications	Quantity	Unit Price (USD)	Total Price (USD)	District
1	Grapes	Rootstocks: Rooted Cutting Variety: Black Emerald, Flame Seedless, Red globe, Lal and Fakhri	94,572			Khake-e-Safed, Pusht-e-Rod
2	Pomegranate	Rootstocks: Rooted Cutting Variety: Subzak, Baluch khani and Qandari	26,840			Khake-e-Safed, Pusht-e-Rod
3	Jujube	Rootstocks: Rooted Cutting Variety: Local	12,450			Khake-e-Safed, Pusht-e-Rod
Total			133,862			

Offerors are also requested to provide all information requested below:

- Proposed Payment Terms.
- The copy of valid license should be provided.
- RFQ should be signed, dated and stamped.
- Afghanistan TIN should be provided. (if applicable)
- Duration of Quotation Validity (minimum of 90 calendar days):

Annex 3. Technical Specifications

Goods and related services offered in the quotation must fully comply with the technical specifications cited in this RFQ. Quotations must contain detailed specifications of the goods offered. Please note that only a valid value/number or description will be marked. ROP CBARD-West will not accept the symbol stated in the technical specification.

Specification	Grapes Offered	Pomegranate Offered	Jujube Offered
Rootstock			
Variety			
Grafted			
Rootstock			
Variety			
Height in cm			
Sapling diameter above then grafted union in mm			
Sapling Health			
Sapling Packaging			

Offerors are welcome to submit photographs and product literature or technical documentation to support their quotations.