



The Welfare Association for the Development of Afghanistan (WADAN)

Request for Quotation (RFQ)

RFQ number: ECW-N-01
Project Name: ECW-Nanagarhar project

Established in August 2002, WADAN is an indigenous, government registered NGO. We undertake community and institutional development, civic education, education, drug control, human rights, anti-corruption and child protection initiatives. WADAN is headquartered in the capital, Kabul, has offices in the provinces that provide national coverage. We have worked in all 34 provinces.

Through the United Nations Children's Fund (UNICEF) and Education Cannot Wait (ECW-UNICEF), in 10 Districts of Nangarhar Province included (Khogiani, Surkhrod, Jalalabad City, Rodat, Behsood, Dara-e-Noor, Khewa (Koz-Kunar), Kama, Goshta and Door Baba) WADAN implements the ECW Program. The main purpose of the ECW program is to provide education services to the crises affected boys and girls in those areas where already the CBE and ALP classes have been established. Following are the main activities of the ECW project:

- Provision of educational services to a large number of boys and girls.
- Building the capacity of ECW teachers in targeted communities.
- Conceptualization of education in the targeted communities.
- Easy access for children to education, especially the girl's students.
- Women's participation on a large scale, in the overall activities of the project.
- Enrichment access to marginalized students.
- The certainty of local communities to the community-based Program.
- Raising awareness regarding child protection and gender sensitivities in the community through conducting community dialogue sessions.
- Emergency WASH services, with a focus on healthcare and hygiene, were provided in all learning spaces.

Please provide a quotation for the items listed below. Please specify the validity of the quotation, sign and stamp it, and return to the WADAN main office before the deadline.

Any subsequent purchase order will be subject to WADAN's general conditions of purchase mentioned bellow, a copy of which has been supplied to you and/or is available with WADAN and will be provided based on your request. All deliveries must be accompanied by a delivery note quoting our RFQ number, and the project name which is mentioned above, along with the description and quantity of items and goods. If these conditions are not met the delivery may be refused before opening the quotation by technical committee members.

Conditions:

- The suppliers should have enough space to keep the listed students, teachers, classroom kits along with student books of different grade until they are completely available and then they have to deliver them to WADAN's sub-office in Nangarhar province.
- The suppliers have to provide the mentioned kit to WADAN on time which will be specified in the terms and condition of the contract, the delay is not accepted in delivery.



The Welfare Association for the Development of Afghanistan (WADAN)

- The items have to be from reliable companies or as mentioned in the order attached to this RFQ.
- The Business firm which applies to the RFQ should have a valid license from GoIRA.
- The supplier should print/write their official address, name and contact information on the envelope, which contains the RFQ.
- The procurement tax will be deducted as per the country's taxation law. (the firm which has valid license are entitle for 2 % tax deduction and the firm which don't have a valid license are entitle for 7 % tax deduction.

PAYMENT:

- First installment: Preparation and submission of 100% of the mentioned Kits after the approval of the technical committee of WADAN. WADAN will pay 50% of the total amount.
- Second installment - Recent: 20 days after the completion and delivery of the mentioned kits (%50) fifty percent of the remaining amount (will be paid to the company).
- The contracting company is obliged to deliver 10 % of the contract amount as a guarantee to the WADAN before the start of the contract. Once the contract is signed by the parties and supplier do not provide the contracted items/services on time or would like to withdraw their application could be charged a penalty of 100 % of the contract guarantee.
- In case of delay in the transfer of the mentioned kits and books without a valid excuse in due time, the amount of 0.05% of the value of the delayed packages will be fined for each official day.

Note: WADAN's reserves the right to accept or reject the whole or a part of your offer without having to assign a reason whatever and will not be obliged to accept the lowest offer. However, WADAN's procurement department and technical committee may will share the reason for non-selection with the shortlisted unsuccessful bidder based on need.

All the interested suppliers have to receive the sample of the mentioned kits from WADAN main office, and they must consider this sample in the submission of their application for the said the procurement of kits and learning materials.

Delivery:

- The selected logistic company should transfer/handover kits to our Nangarhar sub office.

Selection Criteria:

The selection criteria of the vendors are based on having the best quality, lowest price, relevant experience, bank statement, registration certificates, Sample check, and bid-security and date of delivery from reliable companies.



The Welfare Association for the Development of Afghanistan (WADAN)

S/N	Description	Total Points
1	For the lowest Price	50
2	Relevant experience	15
3	For bid-security	10
4	For sample check	15
5	Bank statement	5
6	Date/time of delivery	5
Total Points		100

CBE Students per kit quantities with description. Total Kits (18,716)

S/N	Description	Full specification	Unit/form	Quantity	Price	Total price of kit
1	Calligraphy Pen	(Qalam-e- Nay) - Bony	Piece	4		
2	Ink for fountain pen	Blue & black - 60 ml Doller Pakistani	Bottle	4		
3	Student bag	Big size - best quality (for girls & boys usage separately)	Piece	1		
4	Pencil Sharpener	Plastic best quality (china)	Piece	4		
5	Pencil Eraser (rubber)	Original HB – good quality	Piece	4		
6	Line Note Book 1	100 Sheets best quality china (Irani size)	Piece	7		
7	Drawing Note Book	60 Sheets best quality china (Irani size)	Piece	3		
8	Pencil	Original HB best quality	Piece	6		
9	Color Pencils	12 pencils per pack - HB Irani best quality	Pack	2		
10	Ruler	Plastic – 30 cm - China best quality	Piece	1		
11	Ball Pen	Bic (for girls & boys usage separately)	Piece	2		
12	Water Bottle	Plastic china medium size	Piece	1		
Per Kit price						
Total kits price						
Total amount						
2% government tax						
Net amount						

CBE and ALP Teachers Refresher per kit quantities with description. Total Kits (538)

S/N	Description	Full specification	Unit/form	Quantity	Price	Total price of kit
1	White paper	Double A, A4 Size 80 gr	Ream	1		
2	White Flip chart (card paper)	Normal size - 20 Sheets per Indonesia	Set	3		
3	Ball Pen	Bic Blue & black - good quality	Piece	3		
4	Pencil	HB China best quality	Piece	4		
5	Glue	WWNNUO Water glue (liquid) - 50 ml	Piece	3		



The Welfare Association for the Development of Afghanistan (WADAN)

6	Teaching plan book	MoE update format (for 1 academic year)	book	2		
7	Permanent Marker	Snowman Different Colors-chisel tip-12 Pcs per dozen	Dozen	2		
8	Color Flip chart (card paper)	In 2 colors - normal size - 20 Sheets per set	Set	3		
9	Diary note book	For teacher usage best quality 100 pages	Piece	1		
10	Lesson plan	80 sheets, 29 x 21 cm	Piece	1		
Per Kit price						
Total kits price						
Total amount						
2% government tax						
Net amount						

Classroom Refresher Kits list (CBE, ALP) quantities with description. Total Kits (538)

S/N	Description	Full specification	Unit/form	Quantity	Price	Total price of kit
1	Attendance book	Hazery,(MoE) ministry of education update format - 12 pages	Book	1		
2	Teacher progress book	Taraqi Taleem - MoE update format - 100 sheets 2 sided = 200 pages	Book	1		
3	Shuqa	Standard - MoE format	Sheet	15		
4	Result sheet	Etlaa Nama for students - MoE format – color	Sheet	40		
5	Student's result cards	Jadwal-e- Natayej - MoE update format	sheet	2		
6	White paper	A4 size - Double A - good quality	Ream	2		
7	Globe	30/ cm Diameter plastic Best Quality	Piece	1		
8	Tape	Paper tape - 2 inches, 100 m	Roll	3		
9	Chalk	Color - 2 boxes per kit - Afghani best quality	Box	4		
10	White board Markers	Snowman erasable different colors	Dozen	3		
11	White & Blackboard Eraser	China best quality	Piece	2		
12	Ball 1	For football game - Pakistani best quality	Piece	1		
13	Ball 2	For volleyball game Pakistani best quality	Piece	1		
14	Basket	Dustbin - metal (medium size for collection of classroom wastes)	Piece	1		
15	Broom (duster)	For sweeping of classroom (Made in Afghanistan)	Piece	1		
16	Carpet (Moket)	Size = (3.50 m x 5m) Irani best quality	Piece	1		
Per Kit price						
Total kits price						
Total amount						
2% government tax						



Net amount

Textbooks

No	Grades	T. of Classes	# Of Students	Language	Curriculum	Per price	Total price
01	One	CBE	410	Pashto	ACR Program		
	One	CBE	250	Pashto	Governmental		
02	Two	CBE	11695	Pashto	ACR Program		
	Two	CBE	5605	Pashto	Governmental		
03	Two	ALP	245	Pashto	ACR Program		
04	Two	ALP	105	Pashto	Governmental		
	Three	ALP	245	Pashto	ACR Program		
	Three	ALP	2607	Pashto	Governmental		
04	Three	ALP	2957	Pashto	ACR Program		
	Four	ALP	1011	Pashto	Governmental		
Per Kit price							
Total kits price							
Total amount							
2% government tax							
Net amount							

Note: The number of students, teachers and classes may change after the assessment carried out for the identification of all classes before the contract.

We are looking to determine a potential supplier through the competition process to provide the above mentioned items with standard quality, therefore WADAN is inviting you to fill out this quotation form and returned to WADAN confidentially along with other below required documents. The options include but are not limited to: quotation in sealed envelope to Kabul Office.

You are required to provide us the below documents to be eligible for the initial bidding process.

- Business license.
- Bank Account on company name.
- Bank statement having (3,000,000) amount AFN or equal.
- Relevant experience.



The Welfare Association for the Development of Afghanistan (WADAN)

- Bid security amount is **(60,000)** Afghani if you want to come on physical cash or bank guarantee letter before the closing date.
- Validity time of quotation.

Recommendations:

Considering the above-mentioned conditions suppliers are requested to provide their related documents to WADAN office in the following address and in case of being a winner should pay 10% security deposit before sign the contract

The CLOSING DATE for Collecting the Quotations and Applications is: 27 Jan 2021 at 2:00 o'clock PM

Send your quotations at:

House # 4, Street 6, Opposite to Ministry of Commerce & Industry Dar-ul-Aman Road. Kabul.

Phone # 0787012144

Email: isherzad@wadan.org

Supplier:

I Certify having read four (6) pages RFQ, understood and accepted the above-mentioned terms and conditions for the RFQ and certified to supply the contracted items accordingly and the delivery period.....

Approved by:

Name:

Position:

Signature and stamped:

Date: