



## REQUEST FOR QUOTATIONS

Roots of Peace request quotations for the provision of Armored Toyota Land Cruiser for Kabul office as outlined below:

<b>Description of Goods &amp; Related Services</b>	ARMORED TOYOTA LAND CRUISERS
<b>RFQ #</b>	RFQ-ROP-2021-002
<b>RFQ Issue Date:</b>	15-April-2021
<b>Deadline for Questions:</b>	19-April-2021
<b>Submission Method:</b>	Questions should be submitted via email to <a href="mailto:hamed@rootsofpeace.org">hamed@rootsofpeace.org</a>
<b>RFQ Closing Date:</b>	29-April-2021
<b>Submission Method:</b>	Quotations should be submitted via email to <a href="mailto:rop-procurement@rootsofpeace.org">rop-procurement@rootsofpeace.org</a> prior to the closing date above
<b>Minimum Bid Validity Period:</b>	90 days after closing date
<b>Type of Award:</b>	One-time fixed priced Purchase Order Agreement (POA)

### Background

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 the ministry of finance-Afghanistan.
3. The quotation must include the taxes as per Afghanistan tax law. ROP will not accept any additional taxes or changes to the awarded entity after an award is made.
4. According to GOIRA Tax Law, ROP 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.
5. No advance payment will be made.
6. Payments will be made to the provider by bank transfer, ROP 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 acceptance of the goods/Services.
7. ROP will not accept used or refurbished equipment.
8. Incomplete and non-compliant offers will not be considered.
9. The supplier must provide the one-year financial audit report.
10. The supplier must provide two similar contracts of similar amounts.
11. The supplier must provide 3 references including name and address of the company, contact name, phone and official email address, details of goods/services provided, value of contract and duration of contract.
12. Priority will be given to those suppliers who already possess the vehicles in Afghanistan.
13. The supplier must process all the documentation process in relevant government institutions.

## **B. Submission of offers**

Submit signed, dated, and stamped quotations in this RFQ format with your offers to designated Procurement team before deadline specified in this solicitation. The subject line must be the RFQ#, **(RFQ-ROP-2021-002)** 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 reserves the right to conduct discussions, negotiations and/or request clarifications prior to awarding a contract.

## **C. Offer Format**

Offerors are required to submit their offers 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.

## **D. Questions on the RFQ**

1. Offerors are welcome to seek clarifications or ask questions on the technical and administrative aspects of this RFQ.
2. All questions or requests for clarification must be in English.
3. 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.
4. Offerors should be aware that their responses to questions or requests for clarification may be shared with other Offerors.
5. Any verbal information received from employees of ROP the Beneficiary or any other entity should not be considered as an official response to any questions regarding this RFQ.

## **6. Pricing**

1. 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.
2. Prices must include all taxes required by the Country in which the factory or assembly works. ROP will not accept any additional taxes or changes after any resulting award.
3. Quotation must be provided in USD.

## **4. Sources and Nationality**

The vendor may not supply any goods or services manufactured in or shipped from the following countries: Burma (Myanmar), Cuba, Iran, North Korea, Sudan, Syria.

Prohibited telecommunications and security equipment and services include those designed, developed, manufactured, or supplied by entities listed below or persons affiliated with their ownership or control.

- 1- Huawei Technologies Company
- 2- Dahua Technology Company
- 3- Hangzhou Hikvision Digital Technology Company
- 4- ZTE Corporation
- 5- Any subsidiary or affiliate of the above entities.

## 5. 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	40
Background and Experience	20
References	10
Technical	30

Please note, 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 reserves the right to waive immaterial deficiencies at its discretion.

## 6. Other Terms and Conditions

1. This RFQ in no way obligates ROP to make an award, nor does it commit ROP to pay any costs incurred by the Offeror in the preparation and submission of a quotation or amendments to a quotation.
2. 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 reserves the right to waive immaterial deficiencies at its discretion.
3. ROP reserves the right to cancel this RFQ at any time.
4. ROP reserves the right to reject any or all bids without assigning any reasons.
5. ROP reserves the right to waive any administrative requirement in this RFQ.
6. If the Offeror anticipates subcontracting any of the work to a subcontractor, the Offeror must provide details of the subcontractor to ROP for approval.
7. The validity of quotations must be (minimum 90) Days after closing of this RFQ.
8. ROP will have the right to carry out due diligence on any offer received.
9. ROP will not share its internal evaluation documents.
10. According to income tax law of GoIRA, will deduct/retain 2% of the total contracting amount for suppliers with registration licenses 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](mailto:heidi@rootsofpeace.org) Confidentiality or anonymity can be guaranteed.

## Annex 1. Vendor Business Details information

Vendor Name Per Business License	
Vendor Address	
Vendor Contact Person and Phone Numbers	
Vendor Email Address	

## Annex 2. Preliminary Eligibility Criteria

Please note that all the bids received in response to this solicitation must pass through preliminary examination. Those bids which don't comply with any of the below preliminary eligibility criteria will not be consider for further evaluation.

Description	Responses
Valid Business License Provided?	
Valid Business Bank Account provided?	

Do you accept all terms & Conditions of this RFQ?	
Did you specify the technical specifications?	
Did you provide 2 Similar contracts. (These contracts must be of the same nature).	
Did you provide last one-year financial Audit Report?	
Payment will be issued to vendor business bank account only within 30 days after the delivery/acceptance of goods and receipt of a signed invoice. Do you accept these terms and conditions?	
Did you provide 3 References (These must include name and address of the company, contact name, phone and official email address, details of goods/services provided, value of contract and duration of contract.	
The Delivery timeline for the required Armored Vehicle is 30 Days. Do you Accept this term and Condition?	

### Annex 3. Financial Offer Format

ROP requires quotation for the provision of Armored Toyota Land Cruiser as outlined in the table below.

Item Nr.	Item Description	Specifications	Quantity	Estimated Unit Price (USD)	Estimated Total Price (USD)
1	ARMORED TOYTOTA LAND CRUISER	YEAR: 2012-2015 MAKE: TOYOTA MODEL: LAND CRUISER BODY STYLE: SUV ARMOR LEVEL: BR6/B6 TRANSMISSION: SPEED AUTOMATIC DRIVERTRAIN: 4WD DIMENSIONS(MM): FULL SIZE SEATING CAPACITY: 5&7 FUEL CAPACITY: 90+L FUEL TYPE: DIESEL Number Plate: PERSONAL	1		
<b>Total (USD)</b>					

### Annex 4. 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.

Item Nr.	Item Description	Technical Specifications (Offered)	Brand Name	Delivery Timeline in Days
1	ARMORED TOYTOTA LAND CRUISER	YEAR: MAKE: MODEL: BODY STYLE: ARMOR LEVEL: TRANSMISSION: DRIVERTRAIN: DIMENSIONS(MM): SEATING CAPACITY: FUEL CAPACITY:		

		FUEL TYPE: NUMBER PLATE:		
--	--	-----------------------------	--	--