

**Request for Quotation (RFQ)**

**For**

**School Improvement Plan (SIP) of (58) Hub Schools and 120 CBE Schools in 10 Districts of Daykundi Province**

**Date of RFQ: September 2023**

Issued by:

Rah-e-Rahnaward Social Welfare Organization (RRSWO)

House # 21, Radio Killid Street – Klola Pushta , Behind the First Micro Finance Bank

Kabul – Afghanistan

**Introduction**

RRSWO (Rah-e-Rahnaward Social Welfare Organization), is a Non-Governmental and Non-Profitable organization established in 2011 with registration no.( 3482) with Ministry of Justice and later registered with Ministry of Economy in 2019 (4865) as historic opportunity to jump-start progress for women and girls in Afghanistan. RRSWO acts on the fundamental premise that women and girls have the right to live a life free of discrimination, violence and poverty, and that gender equality is central to achieving development with reach, sizable expertise and significant resources. For too long, women have been forced to stand on the sidelines, whether the issue is political leadership, safety in conflict zones, protection from violence or access to public services. Now women must come to the centre as leaders, advocates and agents of change.

**Project Description**

The school improvement plan (SIP) for the hub Schools and CBE schools to be purchased are for use by the RRSWO organization for the CBE Project in Daikundi province a project funded by UNICEF. The supplier can submit a quotation for all. Contractor should deliver the materials and services to project area (Classes) location.

**The timeline of the proposal is as follows,**

Request for Quotation Issuance Date: 5 September, 2023

Last Date of Submission of RFQ: 12 September, 2023

Terms and Conditions of the Contract

1. The supplier must have a valid business license.
2. This is an open competition available to all eligible construction and rehabilitation companies in Afghanistan, specifically in the Central Region provinces.
3. The company should possess sufficient information about the geographical and environmental conditions of Daikundi province.
4. The quotation provided by the supplier must include the cost of delivery to the schools, transportation, insurance, and any other charges such as handling, loading, and unloading of the specified items to the delivery location.
5. The prompt delivery of goods will be considered during the bid evaluation process.
6. The quotation must list the price of each item separately.
7. Quotations must be submitted according to the stipulated specifications.
8. Quotations must be submitted using the format provided by RRSWO.
9. The supplier's company name and address must be clearly written on the quotation envelope.
10. The supplier must sign and affix a company stamp on their bid documents.
11. The purchase order/contract will be awarded to the bidder with the lowest responsive quotation in terms of price, delivery time, and technical acceptability as determined by the committee.
12. Supplier quotations must be original and not copies.
13. The quotation provided should be the supplier's best and final offer, as RRSWO will not entertain any changes in price afterward.
14. Only winning suppliers will receive formal notification after evaluation.
15. Payment for goods and services will be made upon delivery to the designated location, certification by the Education directorate of the district, Education Directorate of the Province, and RRSWO responsible committee, as well as compliance with the terms of the purchase order/contract and submission of the correct invoice.
16. RRSWO will not make any deposits or advance payments to the supplier.
17. The supplier must have a satisfactory performance record.
18. The supplier should possess the necessary technical capacity, equipment, facilities, or ability to complete the required services and provide the goods on time.
19. Late offers will not be eligible for consideration and will be rejected.
20. All costs and price figures must be presented in Afghani.
21. The supplier must be able to comply with the required or proposed delivery or performance schedule, considering all existing commercial and governmental business commitments.
22. All quotations should be submitted in sealed envelope along with all the required documents and must be properly labelled with the RFQ reference.
23. RFQs should be submitted in hard copies to the following RRSWO office addresses:
24. The award will be given to the offeror whose RFQ represents the best value to the project after evaluation according to the stated criteria in the solicitation.
25. In accordance with government withholding tax law, RRSWO will withhold 2% from suppliers with a valid business license and 7% from suppliers without or with expired business licenses.

**Note:**

1. **The details of goods and services for the School Improvement plan of Hub school is attached as Annex A, the price should be given per school for each item in all 10 districts of Daikundi province.**
2. **The details of goods and services for the CBE classes is attached as Annex B, the price should be given per school for each item in all 10 districts of Daikundi province.**

**Evaluation Criteria**

RRSWO will rate RFQs based on the following factors, with cost being the most important factor:

|  |  |  |
| --- | --- | --- |
| Essential Criteria | |  |
| 1 | Valid Business license | Yes/No |
| 2 | Bank Account by name of Company/Owner | Yes/No |
| 3 | Signed and stamped RFQ | Yes/No |
| 4 | Supplier applying for the RRSWO RFQ, must submit previous year MoF clearance letter. | Yes/No |

**Capability Criteria**

1. Relevant past performance/experience.
2. Lowest Comparative price
3. Lead Time
4. Reference that we may contact

Details of the Districts and number of schools should be repaired and equipped:

( 1- Nilli District - 6 Schools , 2- Kitti District - 6 Schools , 3- Sange Takht & Bandar Dist – 6 Schools , 4- Miramoor Dist – 7 Schools, 5- Shahristan – 6 Schools , 6-Nawmesh Dist – 3 Schools , 7-Eshtarlay Dist – 6 Schools , 8- Khedir Dist – 6 Schools , 9- Patoo Dist- 6 Schools and 10- Kejran Dist – 6 Schools.)

Price Schedule:

Offers should provide a quote for services & goods required in the price schedule that the Offer is able to Deliver/Supply.

Kabul Address:

Department: Admin & Logistic Unit

**Organization Name**: Rah-e-Rahnaward Social Welfare Organization **(RRSWO)**

**Official address:** House # 21, Radio Killid Street – Klola Pushta , Behind the First Micro Finance Bank

, Kabul, Afghanistan. Contact telephone: +93 (0) 780 033 063/ Email add: [fareedrahimi2004@gmail.com](mailto:fareedrahimi2004@gmail.com)

Daikundi Address:

**Official address:** Shahrak-e-Jadid , Nili – Besides Provincial Council’s Office - Daikundi

. Contact telephone: +93 (0) 789 737273/ Email add: [ghaforiqodous@gmail.com](mailto:ghaforiqodous@gmail.com)

**Details of Bidder Providing Quotation:**

Full Name: ------------------------------------------------------------

Position: ------------------------------------------------------------

Company Name: ------------------------------------------------------------

Signature& Stamp: ------------------------------------------------------------

Date: ------------------------------------------------------------