

## REQUEST FOR QUOTATION (RFQ)

### Provision of the Dairy Products Kits-Panjshir

REFERENCE: FGA-RFQ-2025-018	Date: May 29, 2025
<b>Kabul Office: House #7, 40 Otaqa Hamam road, Ayub Khan Mena, Opposite Passport Directory Road, Darulaman Main Road, Kabul, Afghanistan.</b>	

#### SECTION 1: REQUEST FOR QUOTATION (RFQ)

FGA requests your quotation for the Provision of the Dairy Products Kits-Panjshir, detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letters

Section 2: RFQ Instructions and Data

- Annex 1: Schedule of Requirements
- Annex 2: Quotation Submission Form
- Annex 3: Technical and Financial Offers

Please be guided by the RFQ Instructions and Data when preparing your quotation. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer by the method, date, and time indicated in Section 2. You are responsible for ensuring that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you, and we look forward to receiving your quotations. Issued by:

Procurement Department  
FutureGenerationsAfghanistan

**SECTION 2: RFQ INSTRUCTIONS AND DATA**

<b>Introduction</b>	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by FGA.</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by FGA. Due to this RFQ, FGA is not obligated to award a contract to any Bidder.</p> <p>FGA reserves the right to cancel the procurement process at any stage without any liability of any kind for FGA upon notice to the bidders or publication of cancellation notice.</p>
<b>Deadline for Questions</b>	<b><u>May 31, 2025, 4:00 PM</u></b>
<b>Deadline for the Submission of Quotation</b>	<b><u>June 4, 2025, 4:00 PM</u></b>
<b>Deadline for Re-announced Quotation Submission</b>	<b><u>July 8, 2025, 4:00 PM</u></b>
<b>Method of Submission</b>	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Courier / Hand delivery</p> <p>Bid submission address: Offers shall be submitted to the FGA following addresses:</p> <ul style="list-style-type: none"> <li>• <b>Kabul Office: House #7, 40 Otaqa Hamam road, Ayub Khan Mena, Opposite Passport Directory Road, Darulaman Main Road, Kabul, Afghanistan.</b></li> <li>• <b>Mandatory subject of the email: RFQ for <u>Provision of the Dairy Products Kits-Panjshir.</u></b></li> <li>• <b>Place the quotation file along with other annexes in a sealed pocket.</b></li> <li>• <b>Offers submitted by email will not be accepted.</b></li> </ul>
<b>Cost of Preparation of Quotation</b>	FGA shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
<b>Supplier Code of Conduct, Fraud, Corruption</b>	<p>All prospective suppliers must read the FGA quotation form conditions and acknowledge that it provides the minimum standards expected of suppliers.</p> <p>Moreover, FGA strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of FGA vendors, and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation.</p>
<b>Gifts and Hospitality</b>	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to FGA staff members, including recreational trips to sporting or cultural events, theme parks, or offers of holidays, transportation, or invitations to extravagant lunches, dinners, or similar. In pursuance of this policy, FGA (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either</p>

	indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for or in executing an FGA contract.
<b>Conflict of Interest</b>	<p>FGA requires every prospective Supplier to avoid and prevent conflicts of interest by disclosing to FGA if you, or any of your affiliates or personnel, were involved in preparing the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their interests and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders of the bidding entity, or key personnel who are family members of FGA staff involved in the procurement function of any Implementing Partner receiving goods and/or services under this RFQ.</p>
<b>General Conditions of Contract</b>	Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract.
<b>Commitment To the FGA Code of Conduct</b>	The contractor should read & sign the FGA code of conduct and agrees to never engage in or tolerate any form of harassment, discrimination, physical or verbal abuse, intimidation, or favoritism in the workplace, including sexual and psychological harassment and abuse, respecting the rules that apply to me (especially Internal Rules) on these issues.
<b>Eligibility</b>	<p>A vendor who will be engaged by FGA may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization, the World Bank Group, or any other international Organization. Vendors are, therefore, required to disclose to FGA whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract, or PO subsequently issued to the vendor by FGA.</p> <p>The Bidder is responsible for ensuring that its employees, joint venture members, sub-contractors, service providers, suppliers, and/or employees meet the eligibility requirements established by FGA.</p>
<b>Currency of Quotation</b>	Quotations shall be quoted in <u>AFN Currency</u>
<b>Duties and Taxes</b>	<p>All quotations shall be submitted both gross and net of any direct BRT (Business Revenue Tax) taxes.</p> <p>2% for all eligible and valid license-holding vendors, and 7% for all non-valid license-holding or no license at all vendors.</p> <p>All prices must include duties, transportation, loading, and unloading costs.</p>

<b>Language of Quotation</b>	English  Annexes shall be given in English. Supporting and standard registration documents can be submitted in English or Dari/Pashto.
<b>Documents to be Submitted</b>	Bidders shall include the following documents in their quotation: Annex 2: Quotation Submission Form duly completed and signed Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 <ul style="list-style-type: none"> <li>• Company Profile.</li> <li>• Registration certificate;</li> <li>• List and value of projects performed in related fields for the last 1 year plus client's contact details who may be contacted for further information;</li> <li>• List and value ongoing Projects and other national/multi-national organizations with clients' contact details.</li> <li>• Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of the Contract value in a similar field;</li> </ul>
<b>Quotation Validity Period</b>	Quotations shall remain valid for 40 days from the deadline for submitting the Quotation.
<b>Price Variation</b>	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
<b>Partial Quotes</b>	Not Permitted
<b>Payment Terms</b>	After completing the successful delivery of all items, the technical team verification report for all items (100%), donor verification, and invoice receipt by FGA for the mentioned items.
<b>Bid Guarantee/Security</b>	A total of 5-10% of the total contract amount will be locked as a bid guarantee/security from the bidder in case of bid acceptance from FGA.

<b>Contact Person for Correspondence, Notifications, and Clarifications</b>	Please ask the question at the following contact number/email address: 0093 787137930 0093 767614305 <a href="mailto:fga.procurement@future.edu">fga.procurement@future.edu</a>
<b>Evaluation Criteria</b>	<ul style="list-style-type: none"> <li>• The selection will be made based on the lowest price that meets the technical requirements.</li> <li>• Full compliance with all requirements as specified in Annex 1.</li> <li>• Full acceptance of the General Conditions of Contract.</li> <li>• Comprehensiveness of sales and support services.</li> <li>• Earliest Delivery /shortest lead time</li> </ul>
<b>Right not to accept any quotation</b>	FGA is not bound to accept any quotation nor award a Contract Agreement or Purchase Order
<b>Policies and procedures</b>	This RFQ is conducted in accordance with the <a href="#">FGA Procurement Manual</a>

## ANNEX 1: SCHEDULE OF REQUIREMENTS

Under the terms of the project, the supplier shall be responsible for the supply of acceptable goods according to table specifications confirmed by necessary written references and certificates and arranging transportation of the mentioned items to the targeted implementation areas (Anaba, Abdara, and Sangi Khan) of the Abshar and Anaba Districts of the Panjshir province.

## ADDITIONAL REQUIREMENTS

- The supplier will be responsible for supplying the goods and materials of said requirements and type as per specifications laid out within this document.
- Goods and materials that do not meet the Minimal and Special Requirements above will be rejected by the Project consultant.
- All goods and materials received will be checked and accepted/rejected by a Project consultant.
- All chosen goods and materials must be approved by a Project consultant before being accepted for distribution to beneficiaries/accepted for the project.
- The project will not be liable for any goods and materials that will be damaged during delivery.
- The supplier shall take care to supply the goods and materials free of any damages or losses.

## Delivery Requirements

Delivery Requirements	
<b>Delivery Date and Time</b>	The bidder is required to provide all the quoted items within 3-5 days after the contract is signed.
<b>Delivery Locations</b>	All the Construction Materials are required to be delivered to the <u>implementation areas (Anaba, Abdara, and Sangi Khan) of the Abshar and Anaba Districts of the Panjshir province.</u>

## ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it, and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted, and no substitutions shall be accepted.

### Company Profile

Item Description	Detail
Legal Name of the Company:	
Name of the Focal Point:	
Contact Details of the Focal Point:	
Email Address/ Website:	
Legal Address, City, Country:	
Year of Registration:	
Bank Information:	Bank Name: Bank Address: IBAN: SWIFT/BIC: Account Currency: Bank Account Number:

**ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS**

Bidders are requested to complete this form, sign it, and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted, and no substitutions shall be accepted.

Name of the Bidder:	
RFQ Reference:	

Currency of the Quotation: <b>AFN</b>					
No.	Description	Unit	Quantity	Unit Price AFN	Total Price AFN
<b>Abshar District, Panjshir Province</b>					
1	<b>Lactometer Best Quality</b> Indigenous Scientific Lactometer with 100 Ml Plastic Test Jar OR Cylinder for milk Testing Milk Purity Tester. (With transportation to the implementation areas.)	No	4		
2	<b>Milk Analyser Best Quality</b> Master Classic Milk Analyzer Brand: Master Classic, Model: LM-2, Sample Volume: 20ml, Interface: RS 232 port, Dimensions: 110x260x205mm, Sample Speed: 60 sec(40s), Sample Temperature: 5 - 40 Degree C, Humidity: 0 - 80%RH, Weight: 3.1kg, AC Power Supply: 95 - 250V, DC Power Supply: 12V The system shall be equipped with a solar, battery backup, and a DC to AC power converter, as required for the reliable and uninterrupted operation of the milk analyzer. (With transportation to the implementation areas.)	No	1		
3	<b>Digital Weighing Scale Best Quality</b> Digital Weight Scale Price Computing Electronic Scale 100KG. (With transportation to the implementation areas.)	No	4		
4	<b>Milk Cooling Tank Best Quality</b> Bulk cooling tank Capacity: 100 Litres, Technology: Direct expansion cooling tank (Open type round shape), Insulation: Factory injected polyurethane foam of 50 mm, Condensing unit: Hermetically sealed type with R22/R404 refrigerant gas. (With transportation to the implementation areas.)	No	4		
5	<b>Cream Separator Best Quality</b> Manual Milk Cream Separator, Capacity: 60 Ltrs Per Hour Size: 60 LPH, Equipment Type: cream separator, Tank Capacity: 6 Ltrs, Capacity: 60 ltrs per hour, Machine Body Material: iron, Brand: Paras (With transportation to the implementation areas.)	No	4		
6	<b>Butter Churn Best Quality</b> Manual Butter Churner 50 ltr Fill the butter milk maximum 20 to 25 Liters in the vessel. (With transportation to the implementation areas.)	No	4		
7	<b>Milk Collection Containers (50 liter) Best Quality</b> Capacity: 50 Liter, Material: Stainless Steel AISI 304 Grade,	No	4		

	Weight: 9.4 +/- 0.100 Kg (With transportation to the implementation areas.)				
8	<b>Gas Stove with LPG Cylinder Best Quality</b> 10 kg LPG cylinder with stove, 3-meter pipe, and regulator. (With transportation to the implementation areas.)	No	4		
9	<b>Thermometer Best Quality</b> Dairy Floating Thermometer Temperature Range: -50 deg C to +300 deg Celcius, Accuracy: +/-1 DegreeC/ +/-1.8 DegreeF, Material: Plastic, Model Name/Number: Thermometer, Weight: 100 g (With transportation to the implementation areas.)	No	4		
10	<b>Milk Strainer Best Quality</b> Milk Strainer with Sieve and Lock Material: Aluminum, Weight: 400 +/- 10 gms, Diameter: 325 mm (13") +/- 10 mm, Sieving Diameter: 125 mm (5") +/- 5 mm, Height: 175 mm (7") +/- 5 mm (With transportation to the implementation areas.)	No	8		
11	<b>Stainless Steel Basin Best Quality</b> (With transportation to the implementation areas.)	No	8		
12	<b>Fabric for Butter Churn Bag Best Quality</b> Width: 43"/44", Material: 100% Cotton (With transportation to the implementation areas.)	Meter	14		
13	<b>Plastic Basin Best Quality</b> Plastic Type: Polypropylene, Material: Plastic, Capacity: 20 L (With transportation to the implementation areas.)	No	8		
14	<b>Large Spoon Best Quality</b> Diameter: 130 mm, Handle length: 365 mm, Capacity (approx.): 320 ml, Item weight (approx.): 260 g, Shipping weight (approx.): 260 g (With transportation to the implementation areas.)	No	8		
15	<b>Skimmer Best Quality</b> 18/10 stainless steel, mirror polished finish, with extra wide satin polished finish handle, material thickness: 3.5 mm with 4 mm perforation, Diameter: 8 cm, Handle Length: 32,5 cm (With transportation to the implementation areas.)	No	8		
16	<b>Pitcher Best Quality</b> Milk Frothing Pitcher 500ml/17oz Stainless Steel (With transportation to the implementation areas.)	No	8		
17	<b>Pail (5 liter) Best Quality</b> Nominal volume: 5 liters, Brimful volume: 5.4 liters, Diameter bottom: 192 mm, Diameter top: 226 mm, Height: 178 mm, Material: PP, Weight: 184 g (With transportation to the implementation areas.)	No	8		
18	<b>Rubber Gloves, Aprons, Glass, Mask Best Quality</b> (With transportation to the implementation areas.)	No	16		
19	<b>Solar Freezer Best Quality</b> Size: small, Type: Top Open Door, Capacity: 200 L, Temperature Range: 15 to -20 Degree, Power Consumption: Solar, Number of Doors: Top Open Door, Product Dimensions: Length (L) : 952 to 1546 mm Width (W): 520 to 735 mm Height (H): 770 to 862 mm (With transportation to the implementation areas.)	No	4		
20	<b>Dairy Packaging Box (1-5 Kg) Best Quality</b> (With transportation to the implementation areas.)	No	1200		
21	<b>Stainless Steel Milk Cans (10 Liter) Best Quality</b> Capacity: 10 Liter, Material: Stainless Steel AISI 304 Grade,	No	12		



	Weight: 1.40+/- 0.100 Kg (With transportation to the implementation areas.)				
<b>Anaba District, Panjshir Province</b>					
22	<b>Lactometer Best Quality</b> Indigenous Scientific Lactometer with 100 MI Plastic Test Jar OR Cylinder for milk Testing Milk Purity Tester. (With transportation to the implementation areas.)	No	4		
23	<b>Milk Analyser Best Quality</b> Master Classic Milk Analyzer Brand: Master Classic, Model: LM-2, Sample Volume: 20ml, Interface: RS 232 port, Dimensions: 110x260x205mm, Sample Speed: 60 sec(40s), Sample Temperature: 5 - 40 Degree C, Humidity: 0 - 80%RH, Weight: 3.1kg, AC Power Supply: 95 - 250V, DC Power Supply: 12V The system shall be equipped with a solar, battery backup, and a DC to AC power converter, as required for the reliable and uninterrupted operation of the milk analyzer. (With transportation to the implementation areas.)	No	1		
24	<b>Digital Weighing Scale Best Quality</b> Digital Weight Scale Price Computing Electronic Scale 100KG. (With transportation to the implementation areas.)	No	4		
25	<b>Milk Cooling Tank Best Quality</b> Bulk cooling tank Capacity: 100 Litres, Technology: Direct expansion cooling tank (Open type round shape), Insulation: Factory injected polyurethane foam of 50 mm, Condensing unit: Hermetically sealed type with R22/R404 refrigerant gas. (With transportation to the implementation areas.)	No	4		
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34	<b>Plastic Basin Best Quality</b> Plastic Type: Polypropylene, Material: Plastic, Capacity: 20 L (With transportation to the implementation areas.)	No	8		
35	<b>Large Spoon Best Quality</b> Diameter: 130 mm, Handle length: 365 mm, Capacity (approx.): 320 ml, Item weight (approx.): 260 g, Shipping weight (approx.): 260 g (With transportation to the implementation areas.)	No	8		
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41	<b>Dairy Packaging Box (1-5 Kg) Best Quality</b> (With transportation to the implementation areas.)	No	1200		
42	<b>Stainless Steel Milk Cans (10 Liter) Best Quality</b> Capacity: 10 Liter, Material: Stainless Steel AISI 304 Grade, Weight: 1.40 +/- 0.100 Kg (With transportation to the implementation areas.)	No	12		
	<b>Note:</b> All goods and materials must be procured from local sources whenever available. Only in cases where the required items are not available locally may procurement be made from external sources.				
Total Price with Tax:					
Tax:					
Total Price Without Tax:					