



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

Tender Pack

TENDER FOR: Qurbani Program 2024

Supply, Slaughtering, Cutting, Packing and Cold Chain Transportation of 563 Qurbani animals in Kabul, Balkh, Samangan, Herat, Nangarhar, Kandahar, Kunar and Takhar provinces.

TENDER ADVERTISEMENT: May 01, 2024

TENDER DOCUMENT ISSUANCE DATE: May 01, 2024, to May 14, 2024. 10:00 AM Kabul time

LAST DATE FOR DOCUMENTS SUBMISSION: May 14, 2024. 10:00 AM Kabul Time,



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

CONTENTS

1. Questionnaire (supplier's general business info)
2. Pricing (RFQ)
3. General Terms and Conditions
4. Supplier Screening Form
5. Queries... write us.
6. Complaint.... write us.
7. Supplier Code of Conduct



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

1. CONFIDENTIAL QUESTIONNAIRE

Company Information

Question	Response
Full Legal and Trading Name.	
Date of Registration of your company with license number (please attach certificate)	
Full address.	
Name the contact within your organization to whom all correspondence regarding this should be addressed, including the negotiation. This includes Cell#, Email Address, website	
Name of other key contacts: Director/s. Sales/Orders. Technical Support.	



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

Business Information

Question	Response
<p>Provide a brief description of your Company profile and structure, size and location(s) including a brief overview of your marketing and the scope of operations and styles manufactured.</p> <p>Relationships with any parent company (if applicable).</p> <p>Include details of third-party contractors where applicable.</p> <p>Details of joint venture arrangements (if applicable).</p>	
List of Products/Services:	
List of Major Clients:	
<p>Details of your company's experience in the manufacture or supply of similar items/services, keeping in view the following points:</p> <ol style="list-style-type: none">Name of company/INGOsContract ValueReferences <p>(POs/ agreements copy must be attach)</p>	

Banker's Detail:

Question	Response
Bank Name, Account Title, branch and total turnover in USD or AFN of last year (attach the bank statement or line of credit) (if applicable)	



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

Trade Reference (only for Relevant/Livestock or meat export Projects):

	1	2	3	4
Name of Organization				
Contact name and phone number				
Description of items/services delivered				
Quantity				
Date contract awarded				
Date contract Completed				
Value of Contract in USD or AFN				



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

2. Pricing

M/s _____

Date: _____

Ref: # _____

Request for Quotation

Islamic Relief Worldwide (IRW) is an International Relief and Development Organization providing humanitarian aid during emergencies and working for long-term development of World's poorest people.

Islamic Relief Afghanistan Office takes this opportunity to request you to quote the prices for the Supply, Slaughtering, Cutting, Packing and Cold Chain Transportation of 563 Qurbani Animals in Kabul, Balkh, Samangan, Herat, Nangarhar, Kandahar, Kunar and Takhar provinces as per following detail:

Areas/ Locations	Qty (No of Animals)	Price Per Animal (Bull) (A)	Price Per Animal (Cow) (A1)	Slaughtering Skinning & Cutting Cost (per Animal) (B)	Packing Cost (5 KG Meat in food graded plastic bag with IR logo) per animal. (C)	Transportation (in Cold Chain) Per animal (D)	Slaughterhouse, refrigeration cost per Bull/Cow (E)	Total Cost (Including (A+B+C+D+E))	Total Cost (Including (A1+B+C+D+E))
Kabul province (one district + Center)	74								
Balkh province (one district + Center)	68								
Samangan province (one district + Center)	56								
Herat province (one district + Center)	84								
Nangarhar province (one district + Center)	90								
Kandahar province (one district + Center)	90								
Kunar province (one district + Center)	45								
Takhar province (one district + Center)	56								
Grand Total (Inclusive of all and taxes) total animals= 563									

Animals Specification:

Type: Bull/Cow (NO DAIRY COWS ARE ACCEPTED), the preference will be given to bull not cow.

Age: 2 Years old with visible Minimum two (2)-Maximum Six (6) Teeth.

KG: The animal should give an average net meat of 85 Kg equivalent to 17 fresh meat packs of 5 kg.

The supplier must complete the number of animals (Bull) as well as number of fresh meat packs.

For completion of meat packs supplier must provide same specification of animals (bull) as per mentioned above

Major Requirements:

Animal should not have any physical defects, nor pregnant Cow i.e., blindness, missing/ broken limb, and damaged horns. The Animals should be healthy, active, and fit for Qurbani as per Shariah law.

- Bidders are welcome to provide quotations for all covering provinces but partial participation against one province or multiple will also be acceptable.
- animals should be slaughtered for each covering province as per above animals' (bull/cow) specifications. It is also mandatory for the supplier to gather the total number of animals allocated for each province 5 days before the Eid.
- As priced above, supplier is required to prepare one slaughterhouse as per provided specifications, two teams of six butchers and 10 supporting labors each for two shifts of (day and night), one 40 ft chiller (powered on at least 36 hours on three days of Eid), a mobile or fixed cold storage within each slaughterhouse with a capacity of preserving at least 4000 meat packs.

IRW team will start inspecting and physical verification of animals from 5 days before the Eid and continue till the 1st day of the Eid. Supplier is required to gather and make animals and their proper stable for rearing and verification available as per the given timeline.



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

Location of supply				
S#	Name of the Province	Districts to	Allocation #	Distribution location
1	Kabul	Kabul- City PD, 3 and 16	74 Bull	Selow E Markaz and Sports stadium
2	Balkh	Mazar city, Balkh, Nahr e Shahi	68 Bull	Center of Balkh and Nahr e Shahi
3	Samangan	Aybak City and <u>Hazrat Sultan</u>	56 Bull	Center of Aybak city and Hazrat Sultan
4	Takhar	Bangi, Baharak and Kalafgan districts in Takhar	56 Bull	Center of Bangi, Bahrak and Kalafgan district of Takhar
5	Herat	Herat city (5 to 7 area of the city)	84 Bull	Herat City
6	Kandahar	Kandahar City	90 Bull	Kandahar City
7	Nangarhar	Nangarhar, City(Nangarhar- IRW Clinic Hijrat Abad Kabul Camp, Zaytoon Oil Factory Firm Hada, Municipality Market Daman Behsood and Durkho Camp Clinic Shaikh Misree.	90 Bull	Nangarhar City
8	Kunar	Asadabad City	45 Bull	Asadabad City

Since all slaughtered animals' valuable left outs including but not limited to Skin, Head, Feet, Liver, Spleen and Heart are IRAF's commodity, it is expected that Supplier shall buy back them on the following given Prices:

S. No.	Description	Unit Price (per animal)	Total price
1	Skin		
2	Head		
3	Feet		
4	Liver		
5	Heart		
6	Lung and Spleen		

Timeframe for Supplying Contracted Quantities of Animals and Meat Packs

- 1- Animals/Bulls: For any given province, the supplier is obligated to gather and make total allocated animals available before **5 days from Eid**.
- 2- Shade/facility for keeping animals and processing the physical inspection shall be rented and made available by the supplier of any given province at least **5 days before Eid**.
- 3- **Inspection Timeframe:** IRW team will start inspecting and physical verification of animals from **5**



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

days to Eid and continue till 1 day to Eid.

- 4- **Slaughterhouse:** Suppliers are required to prepare one slaughterhouse as per provided specifications at least **5 to 3 days before Eid** as IRAF's team will inspect and approve the slaughterhouses in each province. Each slaughterhouse must be equipped with a fixed (40 ft chiller) cold storage within each slaughterhouse with a capacity of preserving at least 4000 meat packs of 5kgs each.
- 5- **Butchering Team:** Two teams of six butchers and 10 supporting labors each for two shifts of (day and night) for each province should be hired and made available for IRAF's team at least 3 days before Eid so that they are properly oriented and trained on Slaughtering Job.
- 6- **Transportation:** At least **3 Days before Eid**, Supplier must make One 40 ft chiller (with a capacity of refrigeration at least 25MTs of packed fresh meat and transport it to the distribution points and powered on at least 36 hours of 3 Eid days)

General Terms & Conditions

3.1. General

- Supplier shall provide bid security amounting 5% (in the name of Islamic Relief Worldwide) in the form of bank guarantee along with tender pack, the bank guarantee will be returned to unsuccessful bidders after decision of tender. Tender without bank guarantee will not be considered.
- Quoted prices for the above items shall be inclusive of all kinds of Govt. taxes and duties as per prevailing Tax Laws of Govt. of Afghanistan, Transportation, and Custom Clearance and port taxes (if any)
- All prices must be quoted in AFN (Afghani currency)
- Supplier will be responsible for animal fodder, vaccinations, and care during animals keeping period.
- Supplier will be responsible for slaughtering, skinning, cutting, and packing of meat in food graded (transparent) bags with IR Logo, refrigeration in the time between slaughtering and distribution and transportation (Cold Chain) of packed meat to mentioned areas.
- Supplier will be responsible for proper cleanliness and hygiene of animal keeping and slaughtering area along with proper waste disposal of animal waste after slaughtering, skinning, cutting, and packing.
- IRW team will provide an orientation to all butchering teams before Eid and Supplier and the mentioned teams are obligated to follow the provided guideline at the orientation session.
- Supplier will be responsible for providing any needed good quality and enough quantity of tools, equipment and facilities needed within the slaughterhouse to carry on the tasks of sacrificing, skinning, cutting, packing, keeping fresh, weighing, transportation and distributing.
- Any damage, loss, theft, demurrage, and degradation of meat quality before delivery of meat pack at destination will be the responsibility of supplier.
- IRW shall have the right to award the contract as a whole or provincial wise.
- Withholding tax as per government prevailing rates shall be deducted at the time of payment.
- It is made clear to supplier(s) that between 20 to 30 percent increase in number of allocated bulls to be sacrificed in each province is foreseeable and supplier(s) have ensured IRW that they have done the preparation for that foreseeable increase as well.



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

- Payment shall be made in the form of cross cheque, bank transfer within 21 working days after execution of order and subsequent submission and acceptance of the invoice to the Islamic Relief (Afghanistan).
- Islamic Relief reserves the right to reject any or all quotations without assigning any reason thereof.
- In the event of selection, the supplier will be responsible for submitting 5% performance security in the form of a bank guarantee of the total contract value.
- The average clean meat produced from one animal must be 85 kg.
- Supplier is responsible to complete quantity of animals as contracted and will make sure to produce good quality clean meat of 17 packs (5kg per pack) from each animal. In case more than 17 packs of 5kg produced from one animal the extra meat or pack will also be given to IRW. In case one animal produces less than 17 kg, supplier shall slaughter additional animals with same specification (as per sharia) to complete 17 meat packs for IRW. The weight of one meat pack must be 5kg.

3.2. Bid Submission Requirements

The following documents should be accompanying the tender:

- Updated Company Profile with all registration and accreditation certificates
- Sealed Quotations addressed to **“Procurement Committee”** should be dropped in our quotation box placed at House No 17, Street No 5, Between Qalai Fatullah and Taimani area, Kabul, Afghanistan latest by 10:00 AM hours on or before May 14, 2024.
- Copy of Tazkira/National ID card of company’s Director/MD/Owner
- Documentary evidence of similar project executed in providing living animals and meats in last five years i.e., copies of Purchase order and agreement.
- Pictures/Video of slaughtering facility and cold chain fleet (if applicable)

3.3. Validity of Bid

- Bids shall remain valid for at least 90 days from the date of submission. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.

3.4. Short listing Criteria:

- Experience of supplying and completion a similar project in livestock related, animals or meats in last five years. (On the basis of provided documents)
- Providing evidence for completion of total contracts with worth of 50 million AFN in last three years (Turn over).
- Availability of standard facility and experience in animal slaughtering and meat packing, cold chain transportation of packed meat.
- Own or having access to at least 5 refrigerators, (proof documents must be provided).
- Financial Strength (attached bank statements or line of credit) showing 30 million AFN in balance.
- Quoted Price
- Bid security in the form of a bank guarantees 5% of the total bid value.
- Experience with IRW (attached evidence)

For Islamic Relief _____ Sig & Seal of bidder _____



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

3. Supplier Screening Form

Company Information: -

Company Name (as appeared on Registration Document):

Company Address:

Country:

Telephone:

Website:

Director(s) names (Please ensure you enclose proof of identity of director(s) e.g., passport copy or ID card)

Has the organization been convicted of any criminal offence?

Does the organization have any relationship with current IR staff in the following

capacity? Personal/Family Yes No

Business Yes No

If you have answered YES to any of the above, then can you please state in detail the relationship you have and with whom.

How did you hear about IR's service request _____

Compulsory documents to be provided to us:

1. Company Registration Documents
2. Photocopy of ID/Passport of Directors

Consent

Our organization is not involved in and does not support any activity which is considered illegal by the Government of _____(insert Country) or under the International Laws Community or what may be termed a 'terrorist activity.'

I confirm that the above information is accurate to the best of my knowledge. I have not withheld information.

Name

Position

Sign & Official stamp.

Date

We will treat your personal information as confidential and your details will not be shared with anyone else. The information on this form is required for the purpose of providing security screening.

Internal Use



Islamic Relief Worldwide

Islamic Relief worldwide is registered in Afghanistan with ministry of economy under registration number 184.

- Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labor Standards as defined by the ILO (International Labor Organization).

The United Nations Global Compact's 10 principles as stated below:

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuses.

Labor

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.

Principle 4: The elimination of all forms of forced and compulsory labor.

Principle 5: The effective abolition of child labor; and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges.

Principle 8: Undertake initiatives to promote greater environmental responsibility; and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.