ASLO-AFGHANISTAN

INVITATION TO TENDER - PROCUREMENT OF Construction of Protection wall materials in Yanqi Qala district and Abdul Nazar Bic village in Takhar province, Afghanistan.

Tender Reference: ASLO-TKR-2022-Dec-001

Date of Invitation: 15 /Dec/2022

Afghanistan Social and Legal Organization (ASLO) is a non-profit, non-governmental, non-political and National NGO, ASLO ASLO's Main office in Kabul and operates and presence in Takhar, Badakhshan, Kandhar, Sari-pul , Baghlan, Kunduz, Badghis, Dykondi, Faryab, Ghazni provinces.

ASLO is currently working in the Following sectors in Afghanistan with the support of National and international organization.

- Education.
- Humanitarian aid and Emergency responses.
- Child Protection
- Health
- Wash and sanitation.
- Education.
- Agriculture and livestock.
- Health& Nutrition.
- Income generation.
- Disaster Risk Reduction (DRR).
- Rural development and social protection,
- Research, Survey
- Gender-based Violence and Gender equality/equity.
- Women empowerment.

ASLO invites tenders for Construction of Protection wall in Yanqi Qala district and Abdul Nazar Bic village Takhar province in Afghanistan as detailed in this invitation.

Detailed description of the Construction of Protection wall materials in Yanqi Qala district and Abdul Nazar Bic village in Takhar province.

Refer to the Attached Request for Quotation form of Construction of Protection wall materials in Yanqi Qala district and Abdul Nazar Bic village in Takhar province.

Construction of Protection wall materials in Yanqi Qala district and Abdul Nazar Bic village Takhar province: All items should be packed in their original bags.

Construction of Protection wall materials Delivery location: in Yanqi Qala district and Abdul Nazar Bic village in Takhar province.

Construction of Protection wall Tools Expected delivery date: 15/Dec/2022

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Specific requirements for tenders

Prices should be given in Afghani

Construction of Protection wall materials: ASLO may reduce, increase, or cancel the quantity of any specific item before the contract is made. Unit prices in tenders must remain the same even if there is a reduction in the quantities of up to 50%

Construction of Protection wall materials Offers must be valid for: 25 days

Supplier is responsible to deliver all materials to ASLO project area as per the above-mentioned addresses, any potential risk of loss or damage of the materials before delivery to ASLO will be the responsibility of the supplier and therefore the supplier will bear the financial cost related to damage or loss of the materials.

Instructions for submitting tenders

Deadline: Tenders must be submitted no later than **15/Dec/2022**. Tenders submitted after this time will not be considered.

Where and how to submit tenders:

To submit the tender the following 2 options are possible:

- Construction of Protection wall materials Bidders can be submitted within a sealed envelope with the company stamp and title "Construction of Protection wall materials " and the tender reference ASLO-TKR-2022-Dec-001, delivered in person or by post to the following address: Yanqi Qala and Kabul office ,
- Bids can be submitted in hard copy to House #57, Road # 5 Selo, ،Kabul, Afghanistan
- Construction of Protection wall materials tenders can be submitted via email to kabul.admin@aslo.org.af +93 (0) 0786493246
- With the subject "Construction of Protection wall materials" and the tender reference: ASLO-TKR-2022-Dec-001.

Language of tenders: The tenders must be in English. Supporting documents can be provided by the bidder in local language.

The submitted tender package must include (Mandatory):

- The complete offer with total prices and relevant details, including Construction of Protection wall materials, by completing the annexed quotation form of Construction of Protection wall materials which lists all items and detailed requirements.
  - Part 1 of the Supplier Due Diligence Form – completed, signed, and stamped, confirming that the supplier does not match any of the exclusion criteria
  - A copy of the company's registration license from the Ministry of Commerce and a Valid TIN Certificate.
  - Sample/proof of the quality of items Sample of 1 kg for each item listed in Quote form.
  - Proof of past successful services/works
  - At least [3] relevant references for contracts of a similar nature or size
  - Annual Turn over
  - One-year Tax Clearance certificate.

Tenders which are incomplete or not submitted as described above will be excluded. Suppliers are requested to present their best offer in their initial tender. ASLO will not negotiate with suppliers on the price of the tenders received.

If you have questions about the invitation to tender requirements, please send these in writing to Eng.Ahmadullah Khan kabul.admin@aslo.org.af +93 (0) 799099701 Please do **not** send tenders to this address. It is forbidden to discuss price with this contact person and this person will not be involved in the decision-making for this contract.

Selection Criteria

ASLO selects suppliers to be awarded for a contract based on value for money, according to requirements and principles of humanitarian aid. For this tender, the following criteria will be considered:

1. **Cost:** cost of the items and transport
2. **Quality & technical requirements:** do the items meet the quality requirements and technical specifications? Germination rate should be more than 96%. The germination rate will be tested for the sample and the full amount delivered.
3. **Timing:** realistic and efficient delivery of the items to the destination
4. **Evidence of capacity and reliability:** based on ASLO past positive experience with the supplier, references from other humanitarian organizations, evidence of similar contracts in the past, and/or a possible inspection visit by members of the tender committee.
5. **Environmental impact:** preference will be given to environmentally friendly products and products with low plastic packaging.

The final decision regarding tenders will be made by ASLO headquarters. There will be no negotiation with bidders.

Exclusion Criteria

The submitted bid **must include all the documents listed in the list here above** (tender package) as well as:

1. **License:** Registration license from the Ministry of Commerce and Valid TIN Certificate.
2. **Tax Clearance:** Tax clearance certificate.
3. **Relevant Experience:** Proof of past successful services/works
4. **Registration Certificate with the Government**

If any of the listed documents is missing the bid will be excluded from consideration.

In addition, if any of the following are true for the bidder at the time of submitting their tender or at any time during the procurement process, they will be excluded from consideration for winning a contract with ASLO. The bidder may also be blacklisted for participation in future ASLO procurements.

Violations of sanctions & support for terrorism

a) *The company, organisation or an individual associated with the tender are listed in the sanction and embargo list of the UN Security Council, the European Union or EU Member States, United States (OFAC) or United Kingdom (OFSI).*
b) *They have provided support (material or other) or any resource to any individual or entity that advocates, plans, sponsors, engages in, or has engaged in terrorist activity; or to anyone who acts as an agent for such an individual or entity;*
c) *They have association with a designated terrorist entity or their ownership, control, or influence;*
d) *They are not compliant with laws and regulations stipulated by the UN Security Council Counter Terrorism and Sanctions policies, as well as those stipulated by the European Union and its member states, the United Kingdom, or the United States of America.*

Unacceptable interaction with ASLO

e) *They have engaged in corrupt, fraudulent, collusive or coercive practices in their interactions with ASLO or its partners in relation to the current procurement process or any time in the past;*

f) They are subject to a conflict of interest. If there is any personal or business relationship between the bidder and ASLO staff, its partners or its donors, the bidder must state this at the time of tendering, and this may result in exclusion of the bidder;

g) Following another procurement procedure or grant award procedure with ASLO, its partners, or financed by the European Union, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations;

h) They are guilty of misrepresenting the information required by ASLO as part of the procurement procedure or fail to supply this information.

Unethical practices by the bidder

i) They are engaged in the exploitation of child labour or other forms of trafficking in human beings;

j) They do not respect their employees' basic social rights and working conditions as per international labour standards;

k) They are actively supporting a conflict or are engaged in the manufacture of arms and/or landmines, or the sale of such to governments, which systematically violate the human rights of their citizens, or where there is internal armed conflict or major tensions, or where the sale of arms may jeopardise regional peace and security.

l) They are involved in unethical exploitation of natural resources, in particular sensitive commodities such as precious metals, stones, and rare earths.

m) They are engaged in activities which directly cause harm to the population that ASLO is aiming to assist, including environmental harm to their communities.

Unacceptable legal situation of the bidder

n) They are bankrupt, subject to insolvency, or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

o) It has been established by a court's final judgment or by any means that ASLO can justify that the bidder is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the bidder belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes a wrongful intent or gross negligence.

p) They have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with applicable laws;

q) They have been the subject of a court's final judgement for acts of fraud, corruption, involvement in a criminal organization, money laundering, hiding unlawfully obtained financial benefits, or any other illegal activity detrimental to ASLO or its donors' financial interests;

Bidders must complete and sign the 'Supplier Due Diligence Form' and submit this together with their tender documents to confirm that that they are not in one of the situations listed above. Even if such confirmation is given by a bidder, ASLO will investigate any of the situations listed above if it has reasonable grounds to doubt the contents of such confirmation.

Anti-Fraud Policy

ASLO has a zero-tolerance approach towards corruption and fraud in all its forms. ASLO aims to prevent fraudulent activities and to respond to any allegations or potential fraud swiftly and effectively. In line with ASLO 's Anti-Fraud Policy, which can be viewed on the www.aslo.org.af , ASLO requires the supplier to report any suspected fraud, waste, theft or abuse to ASLO. Any reports of such misconduct can be reported to ASLO headquarters through contact details on the website.

How will ASLO decide who wins the contract?

ASLO has a Tender Committee made up of at least 3 members who will open and evaluate all tenders received. We will first check that all tenders are complete and submitted on time. Incomplete or late tenders will be rejected. We will then evaluate the tenders against the Selection Criteria listed above and select the supplier which offers the lowest price *and* best matches all the

other Selection Criteria. ASLO will test germination rate of the seed as part of the selection process. Any supplier who matches one of the Exclusion Criteria will be rejected. No negotiations will take place with suppliers.

Payment

Bidders should be aware that if they are selected for this contract, payment will be made on the following terms: Payment will be made by transfer to the bank account of supplier, the supplier should submit details of bank account together with this quotation, bank account must be under company name. The invoice from the chosen supplier should include information about the supplier's address.

In case the financial system will remain unstable and the bank transfers will remain a not available option, the payment will be made in cash. The supplier should submit the invoice that must include all the relevant information needed for the payment including the supplier's address.

In case of incomplete delivery, ASLO will pay only for the quantity received, on a pro rata basis, according to the report by the official inspection company.

In the case of delivery of seed or fertilizer with lower quality than the samples supplied, ASLO has the right to refuse to pay and return the sub-standard supplies to the supplier. In addition, if the germination rate of the seeds supplied is lower than specified, ASLO has the right to reduce the price in proportion to the germination rate.

In case of delivery of more than the amount specified in the Purchase Order the chosen supplier will be paid only for the quantity specified in the Purchase Order.

Payment will be made within 7 days after presentation of all the required documents including written confirmation from the Consignee.

Payment will be made in Afghani.

The price mentioned in the bid should be fixed and free from possible currency fluctuations. Please note that the contract will include the agreed 15/Dec/2022 and penalties may be applied for late delivery of Goods.

Annexes

- Construction of Protection wall materials Request for Quotation Form.
- Supplier Due Diligence Form, Part 1.