



REQUEST FOR QUOTATIONS

The United States Agency for International Development (USAID) Afghanistan-funded Agriculture Marketing Program (AMP), implemented by Roots of Peace (ROP), invites quotations for Goods and Related Services as outlined below:

RFQ #:	RFQ-ROP-AMP-2023-101
RFQ Issue Date:	17 April 2023
Title:	Provision of DAP and Urea Fertilizers for Wardak province.
Deadline for Questions:	24 April 2023, 11:59pm Kabul Time
Submission of Questions:	Questions should be submitted in English via email to Mohammad Hamayon Baheer (mohammad.hamayonbaheer@rootsofpeace.org) prior to the deadline above.
RFQ Submission Deadline:	01 May 2023, 11:59pm Kabul Time
Submission Method:	Quotations should be submitted via email to amp-procurement@rootsofpeace.org prior to the closing date above. Email subject line should be "RFQ-AMP-2023-101". Sending to other email addresses or not quoting the RFQ number in the subject line, may lead to disqualification.
RFQ Point of Contact:	Mohammad Hamayon Baheer, Procurement Specialist, mohammad.hamayonbaheer@rootsofpeace.org
Anticipated Award Type:	Roots of Peace anticipates issuing: One Firm Fixed Price Purchase Order
Basis of Award:	An award will be made on the basis of: Lowest Price, Technically Acceptable – the lowest price offer meeting minimum requirements

1. BACKGROUND INFORMATION

Roots of Peace (ROP), a US-based humanitarian organization, has worked in war-torn countries around the world to remove the remnants of war, landmines, and unexploded ordinances and restore the land in order to rebuild peaceful communities for generations to come. ROP is implementing the Agriculture Marketing Program (AMP), a three-year and eight-month USAID-funded program that follows on the successes of the ten-year USAID Commercial Horticulture and Agricultural Marketing Program (CHAMP). The program works in 11 provinces of Afghanistan, focusing on increasing agricultural production, improving market linkages, and extending the shelf life of agricultural products, with the aim of impacting food security and livelihoods. Specific attention is placed on supporting female economic empowerment.

2. SPECIFIC GOODS & SERVICES REQUIRED

ROP/AMP invites quotations for goods and related services outlined in the table below.

#	Item Description	Specifications	Units	Quantity
1	Urea	Urea fertilizer (in 50kg bags), 46% Nitrogen, including delivery to farmers	Bags	292
2	DAP	DAP fertilizer (in 50kg bags), 46% Phosphorous and 18% Nitrogen, including delivery to farmers	Bags	146

The goods and related services should be transported to 1-3 distribution/collection centers in Centre (Maidan Sharh), Nerkh, Said Abad and Jalriz districts.

3. ELIGIBILITY AND MINIMUM REQUIREMENTS

Offerors must meet the following minimum criteria to be deemed eligible.

- ✓ **Maximum duration for implementation – 30 calendar days.**
- ✓ **Offerors must be able to demonstrate prior experience in the supply of fertilizer (through submission of contracts, invoices, receipts or other relevant documentation, and/or reference checks) or have an active fertilizer wholesale business.**
- ✓ **This procurement is limited to Offerors located in Wardak and Kabul provinces (those with a physical office, shop or warehouse in the provinces, from which samples can be inspected). Offers from other provinces will not be considered.**
- ✓ Offerors must have a bank account and be willing to be paid by bank transfer.
- ✓ Quotations must be valid for a minimum period of 90 days.
- ✓ Offerors must have a valid business license (issued by the Ministry of Industries & Commerce or local license either issued by municipality or DAIL).
- ✓ Offerors **MUST NOT** offer any goods or services manufactured or assembled in, sold, or offered from or transported through the following countries: Cuba, Iran, North Korea, Syria, Russia & Belarus.
- ✓ Offerors **MUST NOT** provide any goods and/or services that utilize telecommunications and video surveillance products from the following companies: Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company, or any subsidiary or affiliate thereof, in compliance with FAR 52.204-25.
- ✓ By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the U.S. Government. ROP will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.

4. EVALUATION METHODOLOGY

Lowest Price, Technically Acceptable Evaluation

Quotations will be evaluated based on Lowest Price, Technically Acceptable (LPTA). The offeror that provides the lowest price and who meets all the eligibility and minimum requirements (under Section 3), will be selected.

It is anticipated that an award will be made based on the original quotations received and physical inspection and/or testing of the fertilizer quality and available volume. AMP reserves the right to conduct discussions, negotiations, and/or request clarifications before awarding a contract.

5. SUBMISSION INSTRUCTIONS

Offerors are required to submit their quotations and supporting documentation 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 the evaluation:

1. Offerors are invited to seek clarification or ask questions about this RFQ. All questions or requests for clarification should be in English and be made by email by the deadline outlined on the cover page. Responses to questions or requests for clarification may be shared with other offerors that have requested information. Any verbal information received from employees of ROP/AMP, or any other entity should not be considered an official response to any questions regarding this RFQ.
2. Offerors should submit signed and dated quotations and supporting documentation to amp-procurement@rootsofpeace.org before the deadline specified on the Cover Page. **Offerors are welcome to use the Quotation Submission Template in Annex 1. If not used, the same information should be provided by the Offeror in their own quotation format.**
3. Offerors must quote the RFQ number in the subject line of the email (quotations may be rejected if the RFQ number is not cited).
4. All quotations must be submitted in English, as attachments, in Adobe PDF or Microsoft Word format. Supporting attachments should be less than 10Mb.
5. Quotations should be submitted in US\$ (or optionally AFN for Afghan offerors).
6. Please note that significant deficiencies in responses may lead to disqualification. AMP reserves the right to waive immaterial deficiencies at its discretion.

6. ADDITIONAL INFORMATION

Offerors are advised to take note of the following:

1. This RFQ in no way obligates ROP/AMP to make an award, nor does it commit ROP/AMP to pay any costs incurred by an offeror in the preparation and submission of a quotation(s) or amendments to a quotation(s).
2. ROP/AMP reserves the right to issue multiple awards and procure only some items or services from selected vendor(s).
3. ROP/AMP reserves the right to reject any or all quotations without assigning any reasons.
4. If an offeror anticipates subcontracting any of the work, it must provide details of the subcontractor to ROP/AMP for approval.
5. ROP-AMP will not share its internal evaluation documents.
6. Quoted prices should be one firm, fixed, and all-inclusive (of taxes, service charges and fees). No additional sums will be payable for any change or escalation in the cost of materials, equipment, packaging or labor, warranty-related costs, all other costs and charges of whatever description or amount in connection with, necessary for, or resulting from the Offeror's required performance.
7. According to Afghan Income Tax Law, AMP will withhold 2% of the total invoice amount from any Afghan company with a valid business license and remit the amount to Ministry of Finance. 7% will be withheld for Afghan companies without a valid business license.
8. All goods (including, but not limited to, materials, parts, components, and sub-assemblies thereof) shall, unless otherwise expressly approved by ROP/AMP in writing, be new, and not used, remanufactured, refurbished, or discontinued.
9. Payment terms will be negotiated with the selected offeror, but in most cases, payment will be 100% upon delivery/execution and acceptance.
10. Payment will be made by bank transfer in accordance with the payment schedule, to be stipulated in the Purchase Order Agreement, within 45 days following successful execution/delivery of the goods/services and the submission of a signed and dated invoice.
11. When procurements exceed or are likely to exceed US\$25,000, offerors will be subject to the US Government's terrorism vetting procedures. Offerors, senior management, and/or owners will be required to submit copies of their passports and provide personal information (for more

information, see <https://www.usaid.gov/sites/default/files/2022-12/319.pdf>). In addition to vetting, AMP reserves the right to carry out due diligence on any offers received.

12. 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 email heidi@rootsofpeace.org. Your name and the name of your company will remain confidential.

ANNEX 1: QUOTATION SUBMISSION TEMPLATE

Offerors are welcome to submit their own quotations or use the template below. Offerors should ensure that all information requested below is provided in full. Quotations should be signed and stamped.

General Information:

Company/Organization Name:	
Company/Organization Address:	
Name of Company/Organization Authorized Representative:	
Authorized Representative's Email:	
Authorized Representative's Cell Number:	
Business License Issuer:	
Business License/Registration Number:	
Business License Expiry Date:	

Client References:

Please provide the contact details of the individuals that can comment on contract performance (for the contracts that you have provided as part of your bid).

Client Name (1)	
Name of Client's Authorized Representative	
Authorized Representative's Email (If Available)	
Authorized Representative's Cell Number	
Nature of Relationship	

Client Name (2)	
Name of Client's Authorized Representative	
Authorized Representative's Email (If Available)	
Authorized Representative's Cell Number	

Nature of Relationship	
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Client Name (3)	
Name of Client's Authorized Representative	
Authorized Representative's Email (If Available)	
Authorized Representative's Cell Number	
Nature of Relationship	

Commercial Offer: The Commercial Offer should include a quotation for cost of DAP, Urea and transportation to the AMP target districts of Centre (Maidan Sharh), Nerkh, Said Abad and Jalriz.

#	Item Description	Specifications	Brand	Units	Quantity	Unit Price (AFN/USD)	Total Price (AFN/USD)
1	Urea			50Kg Bags	292		
2	DAP			50Kg Bags	146		
3	Delivery	Delivery to between 1-3 collection points in each of the four districts.		Lump Sump	1		
Total Cost							

Note: The empty specification boxes must be filled by offerors.

Offerors should submit the following with their quotation:

1. Copy of Valid Business License (MOIC or Municipality) or DAIL License
2. Tazkiras/Passports of President, Vice President and Finance Manager
3. Bank or Mobile Money payment details.
4. Copies of contracts, invoices, receipts or other relevant documentation to demonstrate prior experience.