THE WELFARE ASSOCIATION FOR THE DEVELOPMENT OF AFGHANISTAN (WADAN)

REQUEST FOR QUOTATION

Provision of Textbooks, Teacher Refresher, Classroom Refresher, and Student Kits for Badakhshan and Takhar Provinces

WARNING:

Prospective Offerors, who have received this document from a source other than the WADAN, should immediately contact WADAN and provide their name and mailing address in order that amendments to the RFQ or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued to offerors via email.

SYNOPSIS OF THE RFQ

RFQ No.	WDN/AGE/2025-02
Issue Date	Feb 08, 2026
Title	Provision of Textbooks, Teacher Refresher, Classroom Refresher, and Student Kits for Badakhshan and Takhar Provinces.
Issuing Office	WADAN Operation Unit
Deadline for Receipt of Quotation	Quotations are due in Kabul no later than 4:00 PM local time on Feb 18, 2026. Submit the hard copies to the following address. House No. 4, Street 6 District 6, Opposite t h e Ministry of Commerce and Industry, Dar-ul-Aman Road, Kabul Afghanistan
Point of Contact	+93705703729
Anticipated Award Type	Purchase Order (PO) Contract
Basis for Award	An award will be made based on the best value method. The award will be issued to the responsible and reasonable offeror, who provides the best value to WADAN and its client using a combination of technical and cost/price factors.

Introduction:

Established in August 2002, WADAN is an indigenous, government-registered NGO. We undertake community and institutional development, civic education, education, drug control, human rights, anti-corruption, and child protection initiatives. WADAN is headquartered in the capital, Kabul, and has offices in the provinces that provide national coverage.

Summary:

Afghanistan Girls Education (AGE) Project, implemented by WADAN and funded by the Central Asian Institute (CAI), is an EiE (Education in Emergencies) initiative aimed at restoring learning opportunities for out-of-school children, particularly girls and boys in conflict-affected and remote districts of Badakhshan (Baharak, Khash, Tagab, and Argo) and Takhar (Warsaj). Due to security concerns, socio-cultural restrictions, and limited access to formal schools, many children in these areas are unable to attend hub schools. To bridge this gap, the project sustains 60 Community-Based Education (CBE) classes in Badakhshan and 12 in Takhar, ensuring that 2,160 children have access to safe, inclusive, and quality education within their communities. AGE is designed to expand educational access, create a protective and child-friendly learning environment, and guarantee learning continuity, aligning with Afghanistan's CBE Policy. By prioritizing education for marginalized children in crisis settings, the project serves as a lifeline of hope and resilience, empowering communities and securing a brighter future for Afghanistan's most vulnerable learners.

Minimum Eligibility Requirements Vendors for Compliance Conformity:

To qualify for this RFQ, the vendor must have:

- Hold a Valid Business Logistic License.
- Successful Implementation of Similar Project (At least One Contract, subjected to verification).
- Hold a valid Bank Account on License Name.
- Signed and Stamped Tender Documents. (Accept all WADAN terms and conditions and provide all information as requested in Annex 1 of this RFQ).

Terms and Conditions:

TAXES:

Withholding Tax on Subcontractor:

- Government withholding Tax: Pursuant to Article 72 in the Afghanistan Tax law effective March 21, 2009.
- WADAN is required to withhold "contractor" taxes from the gross amount payable to all Afghan for-profit subcontractors/vendors with an aggregate amount of AFN 500,000.00 or greater and transfer this to the Ministry of Finance. In accordance with this requirement, WADAN shall withhold 2% tax from all gross invoices from subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce License. For subcontractors /vendors without active AISA or Ministry of Commerce license, WADAN shall withhold seven percent 7% "contractor" tax per current Afghanistan Tax law.

DISCLAIMERS AND PROTECTION CLAUSES:

- WADAN may cancel the solicitation and not award and may reject any or all responses received.
- Insurance of solicitation does not constitute award commitment by WADAN.

- WADAN reserves the right to disqualify any offer based on the offeror's failure to follow solicitation instructions.
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WADAN will not compensate offerors for responses to solicitation and reserves the right to issueawards based on the initial evaluation of offers without further discussion.

- WADAN reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition
- WADAN will be contacting offerors to confirm the contact person, and address and that bid was submitted from the solicitation

CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

a) The offeror certifies that--
   - The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror, including but not limited to subsidiaries or other entities in which the offeror has any ownership or other interests, or any competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;
   - The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror, including but not limited to subsidiaries or other entities in which the offeror has any ownership or other interests, or any competitor before bid opening or contract award (in the case of a negotiated or competitive solicitation) unless otherwise required by law; and
   - No attempt has been made or will be made by the offeror to induce any other concern or individual to submit or not to submit an offer for the purpose of restricting competition or influencing the competitive environment.

b) Each signature on the offer is considered to be a certification by the signatory that the signatory-
   - Is the person in the offeror's organization responsible for determining the prices being offered in this bid, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
     I. Has been authorized, in writing, to act as agent for the principals of the offeror in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above;
     II. As an authorized agent does certify that the principals of the offeror have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) Above; and as an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.

c) Offeror understands and agrees that --
   - Violation of this certification will result in immediate disqualification from thissolicitation without recourse and may result in disqualification from future solicitations;and
   - Discovery of any violation after award to the offeror will result in the termination of the award for default.

PAYMENT METHOD:

- The service provider will be paid upon submission of invoice against the services provided and the amount will be transferred to the bank account to the contractor.

COST LIABILITY:

- WADAN assumes no responsibility and bears no liability for costs incurred by bidders in the preparation and submission of quotations in response to this RFQ.

Validity Period

- Bids shall be valid for at least 60 days from the date of Bid closure. WADAN also reserves the right to determine, at its sole discretion, the validity period in respect of Bids which do not specify any such maximum or minimum limitation.

Acceptance

- WADAN reserves the right, at its sole discretion, to consider as invalid or unacceptable any Bid which is a) not clear; b) incomplete in any too detail such as specification, terms delivery, quantity etc.; – and to accept or reject any amendments, withdraws and/or supplementary information submitted after the time and date of the RFQ Closure.

Confidentiality

- This RFQ, or any portion thereof, along with all copies, must be returned to WADAN upon request. The RFQ is confidential and proprietary, containing privileged information, possibly including copyrighted material. It is provided to Bidders with the understanding that no part of it, or any information related to it, may be copied, displayed, or shared with others without prior written consent from WADAN. Bidders may share the specifications with potential subcontractors solely for the purpose of obtaining quotations from them. Regardless of whether a Bid is submitted or any other response is made to this RFQ, Bidders are bound by the terms of this paragraph.

Bid Currencies

- All financial rates provided in this bid shall be expressed in AFN currency and the amount will be also paid in AFN to supplier.

Conflict of Interest

- A Bidder must not and must ensure that its employees, officers, advisers, agents, or subcontractors do not place themselves in a position that may, or does, give rise to an actual, potential, or perceived conflict of interest between the interests of WADAN and the Bidder's interests during the procurement process. If during any stage of the procurement process or performance of any WADAN contract, a conflict of interest arises or appears likely to arise, the Bidder must notify WADAN immediately in writing, setting out all relevant details of the situation, including those cases in which the interests of the Bidder conflict with the interests of WADAN, or cases in which any WADAN official, employee, or person under contract with WADAN may have, or appear to have, an interest of any kind in the Bidder's business or any kind of economic ties with the Bidder. The Bidder must take steps as WADAN may reasonably require, to resolve or otherwise, deal with the conflict to the satisfaction of WADAN.

Late Bids

- All Bids received after the RFQ closure will be rejected except if the delay is determined by WADAN to have been due to a valid reason. However, any bid received after the start of the Bid opening shall be rejected without exception.

EVALUATION CRITERIA

WADAN will evaluate applications based on the following criteria:

- Best Value for Money (Lowest Cost): 60 Points
- Valid Business License and required documents.: 10 Points
- Similar Experience: 10 Points
- For a good quality: 20 Points

<u>Questions and Clarification:</u>

All interested bidders are kindly requested to direct their queries to the Procurement Unit via phone. +93705703729

<u>Documents Required to Be Submitted:</u>

All interested bidders should submit the following documents.

- Signed and Stamped RFQ (Each Page of the RFQ should be Signed and Stamped)
- Annex A – Vendor Business Information Form (Filled, Signed and Stamped)
- Annex B – Items Pricing List (Filled, Signed and Stamped)
- Updated Business License
- Bank account on the company name.

- Copy of at Least One Similar Contract.
- Tazkira of President and V-President.
- Company TIN

Delivery to:

- **For Baharak, Badakhshan province, Baharak, Khash, Argo, and Tagab, districts.**
- **For Takhar province, Warsaj district.**

Submission Guideline:

All interested bidders should read the whole RFQ and submit their quotation accordingly. Interested bidders should submit their quotation in accordance with the requirements detailed above Hard copy to WADAN Main Office at the following Address:
House No. 4, Street 6 District 6, Opposite Ministry of Commerce and Industry, Dar-ul-Aman Road, Kabul Afghanistan

Deadline

The deadline for submission of quotations is Feb 15, 2026 – at 04:00 PM, Kabul time. Companies who did not submit their quotation by this deadline will not be considered.

Note:
Shortlisted bidders will be requested to submit samples for evaluation.

ANNEX A – VENDOR OFFER AND BUSINESS DETAIL INFORMATION:

1. **VENDOR INFORMATION:**

Vendor Name Per Business License	
Contact Person & Phone Number	
Vendor Email Address	
Vendor Address	

ANNEX 2: Pricing List (Financial Proposal):

1: STUDENT REFRESHE kits for Badakhshan and Baharak, Khash, Argo, and Tagab, districts:

No	Items Name	Full specification	Quantity	Per price	Total Price
1	Student Bag	Big Size - Best Quality (for girls & boys' usage Separately), Two shoulder holder, Made of Nylon, three pockets	1800		
2	Pencil Sharpener	Plastic Best Quality	7200		
3	Pencil Eraser (Rubber)	Original – Good Quality	7200		
4	Line Note Book 1	100 Sheets Best Quality	14400		
5	English Note Book	100 Sheets Best Quality	1800		
6	Drawing Note Book	100 Sheets Best Quality	1800		
7	Pencil with eraser	Best Quality	7200		
8	Color Pencils	12 Pencils Per Pack - Best Quality	3600		
9	Ruler	Plastic – 30 cm - Good Quality	3600		
10	Ball Pen	Blue & Black - Good Quality	10800		
Grand total					
2 % Government Tax					
Net Amount					

2: STUDENT REFRESHE kits for Takhar and Warsaj district:

No	Items Name	Full specification	Quantity	Per price	Total Price
1	Student Bag	Big Size - Best Quality (for girls & boys' usage Separately), Two shoulder holder, Made of Nylon, three pockets	360		
2	Pencil Sharpener	Plastic Best Quality	1440		
3	Pencil Eraser (Rubber)	Original – Good Quality	1440		
4	Line Note Book 1	100 Sheets Best Quality	2880		
5	English Note Book	100 Sheets Best Quality	360		
6	Drawing Note Book	100 Sheets Best Quality	360		
7	Pencil with eraser	Best Quality	1440		
8	Color Pencils	12 Pencils Per Pack - Best Quality	720		
9	Ruler	Plastic – 30 cm - Good Quality	720		
10	Ball Pen	Blue & Black - Good Quality	2160		
Grand total					
2 % Government Tax					
Net Amount					

3. Teacher Refresher Kits for Badakhshan and Baharak, Khash, Argo, and Tagab, districts.

No	Items Name	Full specification	Quantity	Per price	Total Price
1	Ball Pen	Blue & Black - Good Quality	720		
2	Pencil with Eraser	Best Quality	720		
3	Glue	Water Glue (Liquid) - 50 ml - Good Quality	360		
4	Teaching Plan Book updated version	MoE Update Format (For 1 Academic Year) - As Office Sample	120		
5	Color Flip chart (card paper)	In 2 Colors - Normal Size - 20 Sheets Per Set	360		
6	Correction Pen	Mengzi or on office	240		
7	Bag for Teachers	Original – Good Quality, Two shoulder holder	120		
8	Teacher Progress Book	Taraqi Taleem - MoE update format - 100 sheets	120		
9	Diary for Teachers	Diary Note Book 100 Pages	120		
10	Observation Note Book	Observation Note Book 100 Pages	120		
Grand total					
2 % Government Tax					
Net Amount					

4: Teacher Refresher Kits Takhar province and Warsaj districts

No	Items Name	Full specification	Quantity	Per price	Total Price
1	Ball Pen	Blue & Black - Good Quality	144		
2	Pencil with Eraser	Best Quality	144		
3	Glue	Water Glue (Liquid) - 50 ml - Good Quality	72		
4	Teaching Plan Book updated version	MoE Update Format (For 1 Academic Year) - As Office Sample	24		
5	Color Flip chart (card paper)	In 2 Colors - Normal Size - 20 Sheets Per Set	48		
6	Correction Pen	Mengzi or on office	48		
7	Bag for Teachers	Original – Good Quality, Two shoulder holder	24		
8	Teacher Progress Book	Taraqi Taleem - MoE update format - 100 sheets	24		
9	Diary for Teachers	Diary Note Book 100 Pages	24		
10	Observation Note Book	Observation Note Book 100 Pages	24		
Grand total					
2 % Government Tax					
Net Amount					

5. Class Room Refresher Kits Baharak, Khash, Argo, and Tagab, districts:

No	Items Name	Full specification	Quantity	Per price	Total Price
1	White Paper	A4 size - Double A - good quality	120		
2	Tape	Paper Tape - 2 inches	360		
3	Calendar	A3 size for each class	120		
4	White Board Markers	Erasable – 10 dozen different Colors Per Kit – round tip – 12 pcs per dozen	600		
5	White & Blackboard Eraser	Best Quality	120		
6	Broom (duster)	For Sweeping of Classrooms (Made in Afghanistan)	120		
7	Soap	Dettol Original - (Anti-germs) 100 grams or (95 gr)	360		
8	Carpet @4x6 meter good quality	Irani @4x6 meter good quality (Moket)	60		
9	white board	white board good quality	60		
10	sunk	sunk metal for hand washing, good quality	60		
11	Cooler for drinking water	plastic cooler good quality China made	60		
12	Alphabet, fruits, animal, birds' charts@ different types for each class	Normal Size - 10 Sheets different color Per Set	60		
Grand total					
2 % Government Tax					
Net Amount					

6: Class Room Refresher Kits for Takhar province and Warsaj district.

No	Items Name	Full specification	Quantity	Per price	Total Price
1	White Paper	A4 size - Double A - good quality	48		
2	Tape	Paper Tape - 2 inches	72		
3	Calendar	A3 size for each class	24		
4	White Board Markers	Erasable – 10 dozen different Colors Per Kit – round tip – 12 pcs per dozen	120		
5	White & Blackboard Eraser	Best Quality	24		
6	Broom (duster)	For Sweeping of Classrooms (Made in Afghanistan)	24		
7	Soap	Dettol Original - (Anti-germs) 100 grams or (95 gr)	72		
8	Carpet @4x6 meter good quality	Irani @4x6 meter good quality (Moket)	12		
9	white board	white board good quality	12		
10	sunk	sunk metal for hand washing, good quality	12		
11	Cooler for drinking water	plastic cooler good quality China made	12		
12	Alphabet, fruits, animal, birds' charts@ different types for each class	Normal Size - 10 Sheets different color Per Set	12		
Grand total					
2 % Government Tax					
Net Amount					

Text books grade Five 5, (Dari Language) for Badakhshan and Takhar, and selected districts

No	Items Name	Full specification	Quantity	Per price	Total Price
1	Text books G-5 for **Badakhshan** province and districts	Textbook, for Grade five Dari languages, (Dari, Math's, Quran Karim, Islamic Education, Calligraphy, Drawing, English Language, Social Studies, Science, and Pashto) full packages, good quality,	1800		
2	Text books G-5 for **Takhar** province and district	Textbook, for Grade five Dari languages, (Dari, Math's, Quran Karim, Islamic Education, Calligraphy, Drawing, English Language, Social Studies, Science, and Pashto) full packages, good quality,	360		
Grand total					
2 % Government Tax					
Net Amount					

Business Name: _____

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Authorized Representative Name (print) Authorized Representative Title (print)

_____ _____

Authorized Representative Signature Date