**Islamic Relief Worldwide**

**Request for Quotation (RFQ) and (RFP)**

Address: HOUSE # 17, Street # 5, Qalai Fatullah, Kabul, Afghanistan

**RFQ No: IRW/024/2022**

Please complete, sign and return to

 Islamic Relief Worldwide

Date: 17 Aug, 2022

**Subject: Request for Price Quotation for Development of media material for the visibility and promotion of Area Based Approach to Development Emergency Initiative- ABADEI project in Afghanistan and Social media management of the developed material as per the TOR.**

To

Attention: Please quote for your best price for the following services:

|  |  |  |  |
| --- | --- | --- | --- |
| Sl. | Name of item | Unit | Total Cost |
| 1 | Consultant Fee for **Development of media material for the visibility and promotion of Area Based Approach to Development Emergency Initiative- ABADEI project in Afghanistan and Social media management of the developed material**as per the attached TOR | LS |  |
| Grand Total = |  |

In Word:

Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_-

Stamp:

**Terms & Conditions**

 **General**

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| --- |
| * Quoted prices for the above services shall be inclusive of all kind of govt. taxes and duties as per prevailing Tax Laws of Govt. of Afghanistan, Transportation and any other task or activity included in the course of completion.
* All prices must be quoted in AFN.
* Withholding tax & GST as per government prevailing rates shall be deducted at the time of payment.
* Payment shall be made through bank account transfer in different instalments/percentages based on completion of each deliverable.
* Islamic Relief reserves the right to reject any or all quotations without assigning any reason thereof.

**Bid Submission Requirement**Interested firms are hereby advised to submit a detailed proposal including basic information of individual or firm i.e. qualification and expertise, relevant experience, availability and sample of similar project executedSealed Proposals addressed to “**Procurement Committee**” should be should be drop in quotation box place at Islamic Relief main office located at HOUSE # 17, Street # 5, Qalai Fatullah, and Taimani, Kabul, Afghanistan latest by **1600 hours** on or before **Aug 25, 2022**. **Validity of Bid**Bids shall remain valid for at least 60 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.For any inquiry please contact procurement department at below addressProcurement.afg@islamic-relief.org.af |

**TERMS AND CONDITI**