



Islamic Relief Worldwide Afghanistan Country Program

Request for Proposal (RFP)

(Supply installation, Rehabilitation, and construction of 7 water networks
in Kunar Province)

(IRAF/2026/ITT/004)

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I. PROVISIONAL TIMETABLE:

Activity	Date
Issue Request for Proposal /Publish Tender	Date: 13 May 26
Suppliers submitting inquiries and clarifications due date	Date: 19 May 26
Answers to Suppliers due date	Date: 21 May 26
Eid Al Adha (Office Closed)	Date: 27 May 26
Tender Closure/ Bid Submission due date	Date: 07 June 26
Tender Bid Opening Date	Date: 07 June 26
Tender Evaluation (Technical & Financial)	Date: 11 June 26
Bid clarifications if required / Inception meeting with shortlisted firms	Date: 24 June 26
Supplier Visit if applicable / Sample Checking	Date: 30 June 26
Documentation-Internal Approval Process and Award Contract	Date: 02 July 26
Contract Start date	Date: 06 July 26

***NOTE: Islamic Relief in Afghanistan reserves the exclusive right to modify or postpone the BID Opening and evaluation Date at its sole discretion, without any obligation to inform the bidders individually at any stage. The modification or postpone covers all activities in the Provisional Timetable following the Bid Opening and evaluation Date/Activity.

Islamic Relief shall not be held responsible or liable for any costs, losses, or consequences incurred by bidders as a result of such modifications or postponements.

II. INTRODUCTION:

The **Islamic Relief Worldwide** hereinafter referred to as “the IRW”, is a non-profit, faith-inspired humanitarian Organization that provides emergency aid, food security and development projects in 32 different countries

Islamic Relief has been working in Afghanistan for more than 23 years, providing emergency relief and implementing life-changing development projects for some of the most vulnerable people in the country. Islamic Relief Worldwide is registered with the ministry of economics (under Registration No. 184)

III. PURPOSE OF THIS REQUEST OF PROPOSAL/BID:

Islamic Relief Worldwide in Afghanistan invites all qualified and interested potential suppliers to submit their financial and technical proposals to provide services as detailed in the attached BOQs and technical drawings and in this Request for Proposal (RFP) as outlined below:

- **RFP Subject:** Supply installation, Rehabilitation, and construction of 7 water networks in Kunar Province.
- **RFP Reference Number:** IRAF/2026/ITT/004
- **Service Required:** Construction and Rehabilitation of water Supply networks in Kunar Province.
- **Location Required** Kunar Province (Karangal Madgal, (Degal Wach Khawar), (Buar Seedur),(Kuaz Seedur Majeed Kot, in Chapa Dara District and , Rogai and Gadegal in Chawki District **with specific locations mentioned in the following pages of this RFP/ITT).**

IV. PROPOSALS/BIDS SUBMISSION:

Each page of the tender documents, including all annexes and attached documents, must be signed and stamped.

One major proposal envelope should include two separate sealed envelopes:

- **Technical Proposal Envelope:** Should include all tender documents except the Bill of Quantities.
- **Financial Proposal Envelope:** Should include only ANNEX E: IRW BID FORM – BILL OF QUANTITIES.

Each of the three proposal envelopes should be sealed and stamped on both sides, with a stamp on the sealed flap. The major proposal envelope that includes the financial and technical sealed envelopes shall be addressed as follows:

- **To:** IRW – Procurement Committee
- **From:** Bidder Company Name: _____
- **From:** Bidder Focal Person Name: _____
- **Subject:** Tender Reference Number: **IRAF/2025/ITT/004**
- **Date of Submission:** _____

Sealed proposals should be dropped in the quotation box located at the Islamic Relief main office at the following address:

- **Address:** HOUSE # 17, Street # 5, Qalai Fatullah, Old Taimani, Kabul, Afghanistan
- **Submission Date:** No later than 11:00 a.m. on or before June 07, 2026.

Failure to meet the submission closing date and time may render the tender void. All returned bids must remain valid for consideration for a minimum of **120 days (4 months)** from the closing date. If the closing date falls on a holiday, the validity period will be extended to the next working day of the Company.

V. AWARD CRITERIA

All tenders will be technically and financially evaluated as well as the contract award is made on the basis of 'best value for money'.

The bids will be examined by IRW to ascertain whether they are complete, free of computational errors, with the necessary sureties provided, correctly signed documents, and generally in order.

IRW reserves the right to split awards for this intended RFP/ITT among multiple suppliers.

Fulfilled suppliers from the opening stage who provide the mandatory requirement will be considered in the Technical and financial analysis and shortlisted process

Mandatory requirements (Bidders will be excluded IF NOT submit the Mandatory Requirements)

- Valid Registration of the company (Proven registration and Tax ID)

Qualification Criteria:

- Bank statements for the last 6 months, with 5 million AFN turnovers minimum.
- Bidders must provide a list of up to three previous successful similar projects completed within the last years with NGOs and/or humanitarian sectors, including contracts or completion certificates.
- Company Profile including but not limited to:
 - Identifying the presence location in all Afghanistan, covering the main office, sub-office, warehouses, and all operational sites.
 - CVs of Key Technical Staff (Especially Project managers, technical site engineers)
 - Workforce Capacity (Number of skilled/unskilled workers available for the project)
 - Organizational Chart (Showing project management structure and key technical staff)
 - Safety plan during the implementation
- Delivery timeline: The bidder is requested to provide the exact delivery timeline for this project

Important Notes:

- The Defects Liability Period shall be six (6) months from the date of completion and formal acceptance of the works. The supplier/contractor shall provide a Performance Security equivalent to 5% of the contract value, which shall remain valid throughout the Defects Liability Period or as otherwise specified in the contract.
- Bidders may apply for one or more water supply network sites under this ITT/RFP. Each site shall be evaluated separately based on the technical and financial offer submitted for that specific site.
- Bidders are required to visit the proposed implementation site(s) for physical inspection, verification of site conditions, and assessment of the scope of work before submitting their bids. Failure to conduct proper site assessment shall not be accepted as justification for variation claims, price increases, or implementation delays after contract award.
- Islamic Relief Afghanistan reserves the right to award the contract to one or more suppliers/contractors, either by site, lot, or full package, based on project requirements, supplier capacity, value for money, delivery timeline, technical responsiveness, and overall organizational interest

Evaluation Criteria: (50% Financial – 50% Technical)

Evaluation Criteria	% Weight	Description
Technical Evaluation	10%	Company Profile: Supplier demonstrates operational and structural physical presence in areas of implementation. Key Technical Staff – CVs, Number of Main Equipment and Machinery,
	05%	Proposed methodology and work plan for implementation and Safety Plan
	15%	Expertise and experience in similar successful projects with NGOs and the humanitarian sectors
	10%	Proposed implementation timeline and ability to complete within the required period
	10%	Financial Capacity reflected by the Turnover of the bank statement
Financial Evaluation	50%	Price and Payment Terms

Note:

- IRW has the right to adjust the criteria after the submission of the proposal if necessary.
- Bidders shall score **70%** on the overall technical and financial evaluation in order to be shortlisted for the next steps.
- Bidders are eligible to apply for one or more water networks. The evaluation of Bids will be conducted separately for each water network.
- The selected supplier shall provide a performance guarantee equivalent to 10% of the contract value before the contract is signed.

VI. SAMPLE SUBMISSION:

Should you be asked to provide samples of the goods being offered, your bid could be void if you don't. The identical item number used on the IR BID FORM – BILL OF QUANTITIES) shall be prominently displayed on every sample that is submitted. The package for the samples must be distinctly labelled "Samples" and include the bidder's name, ITT/RFP number, and other pertinent information.

In order to verify that the goods meet the specifications, the buyer will have the opportunity to view them. The examination will be carried out either by the purchaser's designated employees or by a reputable, appropriate consultant that the purchaser has chosen.

If any inspected items in the future business relationship do not meet the specifications, IRW may reject them; the Bidder will replace the rejected goods without further notice, unless the Purchaser determines otherwise.

VII. PROPOSAL/BID LANGUAGE:

All correspondence and papers relating to the bid, as well as those exchanged between the bidders and the purchaser, must be written in English. Any printed materials provided by the bidder that are written in a language other than English must be accompanied by an English translation of the relevant sections; in such cases, the English version will be used to interpret the bid.

VIII. PROPODAL/BID COST:

IRW, hereinafter referred to as "the Purchaser," shall have no liability or responsibility for any costs incurred by the Bidder associated with the preparation and submission of its bid, regardless of the manner in which the bidding process is conducted.

IX. PROPOSAL/BID QUERY:

If you have any queries on the tender document, please write to procurement.afg@islamic-relief.org.af on or before the 19, of May 2026, by 11:00 AM

X. COMPLAINT MECHANISM:

If you identify any violation of rights or any incident of corruption, please write to complaints@irworldwide.org

XI. CONFLICT OF INTEREST:

During the procurement process, a bidder is required to refrain from placing itself, or to make sure that its officers, employees, advisers, agents, or subcontractors do not, in a way that could create an actual, potential, or perceived conflict of interest between IRW's interests and the bidder's interests.

In the event that a conflict of interest develops or seems likely to develop during any phase of the procurement process or the performance of any IRW contract, the bidder shall promptly notify IRW in writing, providing all pertinent information about the circumstances, including any instances in which the bidder's interests conflict with those of IRW or instances in which any IRW official, employee, or person under contract with RI may have, or appear to

XII. PAYMENT TERMS:

Payment shall be made through bank account transfer within 21 working days based on completion of deliverables.

All prices must be quoted in Afghani (AFN), quotation in other currencies will be converted to AFN as per DA Afghanistan Bank Exchange rate of the submission date.

Bank Name	
Bank Address	
Account Name	
Account Number	
IBAN Number	
SWIFT CODE	
Currency	

ANNEX A: IR BID FORM – COMPANY PROFILE

Questions	Response
Full Legal and Trading Name.	
Date of Registration of your company (please attach certificate)	
Full address.	
Registered place of business (if different from street address). Other Branches including full address.	

Full address of all warehouses.	
Name the contact within your organization to whom all correspondence regarding this should be addressed. This includes Cell#, Email Address.	
Company website address.	
Name and position of person authorized to enter into negotiations and sign any formal agreement. This include Cell#, Email Address	
Company registration details such as, i. Registration numbers ii. VAT/TIN Registration number iii. Trade license number (copy must be attach)	
Name of other key contacts: Director/s. Sales/Orders. Technical Support.	

ANNEX B: IR BID FORM – BUSINESS INFORMATION

Questions	Answers
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. Relationships with any parent company (if applicable). Include details of third-party contractors where applicable. Details of joint venture arrangements (if applicable).	
List of Products/Services	
List of Major Clients	
Details of your company's experience in the execution of similar contracts, keeping in view the following points: i. Name of company/INGOs ii. Contract Value iii. References (agreements copy must be attach)	

Bank Name, Account Title, branch and total turnover in USD of last year (attach the bank statement of last 6 months)	
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ANNEX C: IR BID FORM – LIST OF MAJOR CLIENTS

	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 AFN				

ANNEX D: IR BID FORM – SUPPLIER SCREENING

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?

Yes No

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?

Please note that it is compulsory for the following to be provided to us:

1. Company Registration
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 (SUPPLIER DON'T FILL THE BELOW INFORMATION)

Received by (local office): Name
Information sent to (HQ): Name

Position

Date

ANNEX E – SUPPLIER CODE OF CONDUCT:

1 Islamic Relief Worldwide requires all firm to adhere to:

- 1.1 The Modern Slavery Act 2015
- 1.2 The International Labour Standards as defined by the ILO (International Labor Organization). This Code of Conduct developed by the Inter Agency Procurement Group (IAPG) is inspired by the International Labour Standards.

2 Corporate Social Responsibility (CSR)

This information is to advise you, our service provider of the Corporate Social Responsibility (CSR) element in our supplier relationships:

- 2.1 Goods and services purchased are produced and developed under conditions that do not involve the abuse or exploitation of any person.
- 2.2 Goods/services produced and delivered by organizations subscribe to no exploitation of children
- 2.3 Goods/services produced and manufactured have the least impact on the environment
- 2.4 Goods and services are produced and delivered under conditions where:
 - 2.4.1 Employment is freely chosen
 - 2.4.2 The rights of staff to freedom of association and collective bargaining are respected.
 - 2.4.3 Living wages are paid
 - 2.4.4 There is no exploitation of children
 - 2.4.5 Working conditions are safe and hygienic
 - 2.4.6 Working hours are not excessive
 - 2.4.7 No discrimination is practiced
 - 2.4.8 Regular employment is provided
 - 2.4.9 No harsh or inhumane treatment of staff is allowed.
- 2.5 Environmental Standards:
Service provider should as a minimum comply with all statutory and other legal requirements relating to environmental impacts of their business. Areas to be considered are:
 - 2.5.1 Waste Management
 - 2.5.2 Packaging and Paper
 - 2.5.3 Conservation
 - 2.5.4 Energy Use
 - 2.5.5 Sustainability
 - 2.5.6

We,....., confirm complying and adhering to Islamic Relief Code of Conduct for each term and article mentioned here.

Company Name:	Date:
Name:	Position
Sign & Official stamp:	
A duly authorized company representative	

ANNEX F: IRW BID FORM – BILL OF QUANTITIES

Islamic Relief (Afghanistan) takes this opportunity to request you quote the prices for Supply installation, Rehabilitation, and construction of 7 water networks in Kunar Province, with specific locations mentioned in the following pages of this RFP/ITT).

Bidders are required to visit the site of Implementation for physical inspection and assessment prior to submitting the BID.

- Bidder Confirm visiting the implementation site **Yes** ☐ **No** ☐
- If Bidders don't visit the site (s) for pre-assessment, then IRW has the right to exclude them from the procurement process.

Bidders are required to attach the BoQ of each WATER NETWORK (Signed, stamped, and including all breakdown of cost) to the RFP/Bid documents.

Kunar Province:

S.#No	Description of Requested Goods/Service	Unit	Qty	Total Price (AFN)
1	Rehabilitation of Karangal (Madgal)water supply network as per the attached BoQ and design package Chapa Dara District	Scheme	As per BOQ	
2	Rehabilitation of (Degal WachKhwar) water supply network as per the attached BoQ and design package Chapa Dara District	Scheme	As per BOQ	
3	Rehabilitation of Buar Seedur) water supply network as per the attached BoQ and design package Chapa Dara District	Scheme	As per BOQ	
4	Rehabilitation of Kuaz Seedur and Dargai water supply network as per the attached BoQ and design package Chapa Dara District	Scheme	As per BOQ	
5	Rehabilitation of Majeed Kot water supply network as per the attached BoQ and design package.	Scheme	As per BOQ	
6	Construction of Rogai New Water supply network as per attached BoQ and Design Package District Chawki	Scheme	As per BOQ	
7	Construction of Gadegal New Water supply networks as per attached BoQ and Design Package District Chawki	Scheme	As per BOQ	
Total Price (AFN)- Province				
Currency of Bid-AFN				

Grand-Total Price for all:

Grand-Total offer for Supply and Construction of all water supply, Kunar Province in AFN (Inclusive of all taxes) in AFN, Inclusive of all taxes, Transportation, loading, unloading, services, hidden, unhidden and all related costs in Numbers	
Grand-Total offer for Supply and Construction of all water supply, Kunar Province in AFN (Inclusive of all taxes) in AFN, Inclusive of all taxes, Transportation, loading, unloading, services, hidden, unhidden and all related costs in writing	

- Total Cost of Goods/Services should include the cost of Goods/Services, Loading, Unloading, Transportation, Taxes and any other costs.
- Bidder is required to submit itemized scheme prices against each BoQ (attached with Tender Pack).
- Bidder is responsible for completely meeting the specifications provided in the Bid. No change in specification will be acceptable for any item once the tender is awarded to any supplier.
- IRW has the right to conduct the lab test for samples to evaluate the quality and the consignment if selected.

Annex-G: Delivery/Implementation Locations- Kunar Province:

Required Delivery locations (IRW)	Required Delivery Lead (IRW)	Delivery Lead Offered (Bidder)
Rehabilitation of Karangal (Madgal)water supply network as per the attached BoQ and design package.	60 Days	
Rehabilitation of (Degal WachKhwar) water supply network as per the attached BoQ and design package	60 Days	
Rehabilitation of Buar Seedur) water supply network as per the attached BoQ and design package	60 Days	
Rehabilitation of Kuaz Seedur and Dargai water supply network as per the attached BoQ and design package	60 Days	
Rehabilitation of Majeed Kot water supply network as per the attached BoQ and design package.	60 Days	
Construction of Rogai New Water supply network as per attached BoQ and Design Package District Chawki	90 Days	
Construction of Gadegal New Water supply networks as per attached BoQ and Design Package District Chawki	90 Days	

Annex-E: Technical Drawings:

BOQs and Technical drawings for all Lots are attached to this tender pack.