PARSA Afghanistan

REQUEST FOR QUOTAION (RFQ)

Physiotherapy and Rehabilitation Services for Afghanistan (PARSA)

AFSHAR, MARASTOON. KABUL-AFGHANISTAN
SUPPLY AND DELIVERY OF TAILORING MATERIALS AND WOOL WEAVING

RFQ Number	RFQ-PARSA - 003 -11-26
RFQ Title	Supply and delivery of Tailoring Materials and Wool Weaving
Issue Date	Wednesday, Nov 4, 2026
Closing Date	Wednesday, Nov 11, 2026 (03:00-PM Afghanistan Local Time)
Questions due date	Sunday, Nov 8, 2026 – 3:00-PM Afghanistan local time All question Must be directed through email in following: Address: rfp@afghanistan-parsa.org Phone No.: +93(0) 796888899 / +93(0) 777636400
Point of Contact	Qasim Karimyar Procurement Officer Address: rfp@afghanistan-parsa.org Phone No.: +93(0) 796888899

PARSA Afghanistan

BACKGROUND INFORMATION:

PARSA's mission is to train and develop Afghan leaders, youth, and adults who care for the women, youth, impoverished families, and the disabled citizens of Afghanistan by providing innovative and impactful programs.

PARSA was founded in Afghanistan in 1996. Our main office is located in Kabul and we have a presence in all 34 provinces of Afghanistan through an extensive volunteer network.

PARSA has consistently evolved over the past quarter century to meet the changing needs of the people we support. We believe strongly in empowering visionaries who want to make positive changes in Afghan communities, and the programs we take on are led by a PARSA leader with a vision. Unique to PARSA is an agile approach to Afghan-led programs that are realistically manageable in scope and are integrated into a larger vision for healthy Afghan communities. PARSA staff, both national and international, have extensive experience developing programs in Afghanistan, making PARSA a leader in innovative program implementation.

Scope of Work

PARSA Afghanistan and Health Progression Organization (HPO) invites qualified and legally registered companies with proven experience in logistics and the supply of tailoring materials and wool-weaving supplies to submit their quotations for the supply and delivery of the required materials. All quotations must comply with the detailed technical specifications and quantities outlined in the Bill of Quantities (BoQ) attached to this Request for Quotation (RFQ). The vocational training materials are required to equip the community center located in Botkhak, District 21, Kabul Province, to support the delivery of life skills and vocational training programs for the most vulnerable returnee beneficiaries throughout the training period.

The selected vendor shall be responsible for the following:

- Supply and preparation of Tailoring materials and Wool Weaving in accordance with the specifications, quantities, and quality requirements outlined in the attached BoQ.
- Ensuring that all supplied Tailoring materials and Wool Weaving items are acceptable quality.

Contract and Ordering Arrangement

The contract will be awarded to the qualified and technically responsive vendor under an approved **Purchase Order (PO)**. PARSA Afghanistan will issue purchase requests/orders to the selected vendor based on its actual requirements during the contract period.

The vendor shall deliver the materials accordance with the agreed specifications, quantities, prices, delivery schedule, and terms and conditions of the PO.

Vendor Eligibility and Required Documents

Interested companies must submit the following documents along with their quotation:

- Valid business/trade license.
- Valid Tax Identification Number (TIN).
- Valid company bank account details.

- National Identification Card (Tazkira) of the business owner/authorized representative, as applicable.
- Evidence of similar past performance, preferably demonstrating previous experience in Tailoring materials and Wool Weaving.
- Any other relevant supporting documents requested in the RFQ.

Only vendors that meet the required eligibility, technical, and commercial requirements will be considered for award.

TERMS AND CONDITIONS

To qualify for this RFQ, a vendor must consider the following Terms and Conditions (incomplete bids will not be considered for evaluation):

- Validity of quotation must be for 60 days after deadlines of the RFQ.
- ITEM SPECIFICATIONS – Refer to BoQ for detailed specifications.
- Valid business License from Ministry of commerce.
- Must have similar past performance
- The bidder must provide two similar contract copies.
- Financial Audit Report for one year if available
- **The bid security amount is 50,000 AFN**
- Bidders are requested to fill in, sign, stamp and return all the Annexes attached with this RFQ.

PAYMENT TERMS:

- No advance Payment will be applicable
- Payment will be released upon complete supply and delivery items.
- Payment will be made via bank transfer.
- PARSA will pay the supplier in accordance with the payment schedules as stipulated in the agreement within 15 days of submission of an acceptable invoice by the supplier and acceptance of the service from technical team.

FINANCIAL OFFER

Financial Offer is to be submitted on the attached financial offer form (**Annex B**) in **AFN.** Bids that have a different price structure may not be considered.

- **Unit costs:** To be clearly listed in the Financial Offer.
- **Total costs:** To be clearly listed in the Financial Offer
- **Delivery time**: to be clearly identified in the Financial Offer

EVALUATION CRITERIA:

S#	Bidding Documents/RFQ Evaluation Criteria	Marks
1	A copy of valid business license in similar activities	20
2	Payment method (bank transfer.)	10

3	Two similar Contract copies	20
4	Delivery time.	10
5	Price. (40) marks.	40
Total Marks		**100**

SELECTION CRITERIA:

Technically compliant offer from qualified and competent supplier at the lowest cost meeting PARSA technical team's specifications, quality, services, and payment method.

All offers must be signed and/or stamped by an authorized representative of the Company.

- All offers must have complete address, telephone number and e-mail address (backside of envelope) of the company offers without information may be disqualified.
- All offer must be quoted in Afghanistan currency and payments will be made to the vendor in local currency (AFN).

Tax Withholding:

In accordance with Article 72 of the applicable Tax Law, PARSA will withhold contractor taxes from gross payments to vendors. 2% withholding tax will apply to vendors holding a valid AISA or Ministry of Commerce license, while a 7% withholding tax will apply to vendors without a valid license, in accordance with applicable tax regulations.

Attachments:

- **Appendix A:** Vendor Information
- **Appendix B:** Financial Offer
- **Appendix C:** vendor Similar Past Performance

SUBMISSION GUIDLINE:

Hard Copy Submission:

All offers must be submitted as a hard copy clearly indicated the RFQ number, title, and RFQ deadline in the following address:

Address:

PARSA Main Office, Marastoon- Afshar Afshar -, Kabul Afghanistan

Or

Health Progression Organization (HPO), located in Qala-e-Fatullah, behind Fatemia Masque, House No. 21.

PARSA Afghanistan

A. Vendor Information Form:

Date:

RFQ reference: Supply and delivery of Tailoring Materials and Wool Weaving

Vendor Name as per Business License	
License No.	
License Validity Date	
Vendor Contact Detail	
Vendor Company Address	
Vendor Authorized Representatives Name and Designation	
Vendor Authorized Representatives Contact Details	

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B. Financial Offer

Date:

RFQ reference: Supply and delivery of Tailoring Materials and Wool Weaving

لیست مواد و وسایل مورد ضرورت برای آموزش حرفه پشمینه ریسی برای زنان					
شماره	مشخصات اجناس	تعداد	واحد	فی قیمت	مجموعی قیمت
1	ماشین پشمینه ریسی برقی	25	پایه		
2	برس شانه کاری پشم	25	عدد		
3	دستگاه پیچیدن نخ (چرخک)	25	عدد		
4	مواد خام از قبیل پشم (گوسفند وغیره در بازار موجود)	700	کیلو		
5	صندوق فلزي همرا با قفل بخاطر نگهداری موادبه سایز mx60cm1.5	4	عدد		
6	فیته اندازه گیری	30	عدد		
7	سه ساکته	15	دانه		
8	قیچی به سایز ۱۴ و ۱۲ نمبر	30	عدد		
9	کثافت دانی به سایز درمیانه	1	دانه		
10	تراموز آب ۲۵ لیتره پلاستیکي خوب	1	عدد		
11	راجستر کتابچه به سایز کلان ۵۰ ورقه	1	دانه		
	مجموعی قیمت				

لیست مواد و وسایل مورد ضرورت برای آموزش حرفه خیاطی برای زنان					
شماره	مشخصات اجناس	تعداد	واحد	فی قیمت	مجموعی قیمت
1	گودی نیم تنه پلاستکی	5	پایه		
2	بخاری گازی برای زمستان ایراني به سایز درمیانه	1	پایه		
3	کولر سایز کلان برقي وطني	1	پایه		
4	کوت بند دیواری	3	درجن		
5	ماشین خیاطی برقی JackF5 همراه میز و تمام اسباب لازم آن	25	پایه		
6	دوکمه به رنگ های مختلف زنانه ای	200	پاکت		

7	تکه جیم برای اوتو کاری	10	متر		
8	ماشین پوش کردن دوکمه	2	دانه		
9	اوتو بخار نو اصلي	2	دانه		
10	اوتو برق اعلی	2	دانه		
11	سه ساکته	5	دانه		
12	چوکی پلاستیکی با پایه فلزي	25	پایه		
13	بالون گاز ۱۰ کیلو پی ایرانی	1	دانه		
14	تکه بف جالی به رنگ سفید و خاکستري	400	متر		
15	تکه بخمل چینایی رنگ های مختلف	600	متر		
16	تکه استر	700	متر		
17	تکه برای تمرین یاد گیری	450	متر		
18	تکه للیمتین به سه رنگ مختلف	350	متر		
19	کج خیاطی	10	دانه		
20	تباشیر خیاطی	25	قطی		
21	قیچی ۱۲ نمبر چنایی	25	دانه		
22	قیچی ۱۴ نمبر چنایی	2	دانه		
23	فیته قد اندام	25	دانه		
24	ساعت دیواری	1	دانه		
25	تار ماشین زیگ زاک	25	کیلو		
26	تیل ماشین بوشکه های یک لیتره	10	بوشکه		
27	تار به رنگ های مختلف النوع گوتک کلان	25	درجن		
28	میز چوبی برای قیچی کاری 2*1.5	2	پایه		
29	سوزن دست دوزی به سایز خورد، درمیانه	200	درجن		
30	سوزن ماشین ۱۸ نمبر	200	درجن		
31	ماکو برای ماشین Jack F 5	35	دانه		

32	مچله	80	دانه		
33	تکه کتان	300	متر		
34	تکه مرینه سه رنگ مختلف	150	متر		
35	کثافت دانی به سایز درمیانه	1	دانه		
36	تراموز آب ۲۵ لیتره پلاستیکي خوب	1	دانه		
37	راجستر کتابچه به سایز کلان ۵۰ ورقه	1	دانه		
38	صندوق فلزی برای نگهداری اجناس به سایز mx60cm1.5	2	دانه		
39	فیته برای کالای زنانه به رنگ و سایز های مختلف(خورد،متوسط و کلان)	300	متر		
40	پای پینک برای کالای زنانه	5	بندل		
41	بکرم برای کالای زنانه	50	بندل		
	مجموعی قیمت				

I, the undersigned, _____, hereby agree to supply PARSA with the required items in accordance with the specifications, terms and conditions, and responsibilities set forth in this RFQ. I confirm my commitment to comply with all applicable requirements and obligations.

Vendor Name: _____

Signature & Stump: _____

Delivery time: _____

Date: _____

Note: The supplier shall provide and deliver all materials listed in the above-mentioned Bill of Quantities (BOQ) in accordance with the specified item names and technical specifications. All items shall be inspected and counted at the Health Progression Organization (HPO) office, located in *Qala-e-Fatullah, behind Fatemia Masque, House No. 21*. Upon successful verification and confirmation of the quantities and specifications, the supplier shall be responsible for delivering all items to community center located in Botkhak, District 21, Kabul Province.

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C. Similar Past Performance

Date:

RFQ reference: Supply and delivery of Tailoring Materials and Wool Weaving

Name of Client Organization & Contact Name	Email & phone number of Client	Contract Description	Contract Duration	Contract Amount	Location of work	Status of Contract

Note: Please attach two similar contract copies with your offer

Vendor Name: _____

Signature & Stump: _____

Date: _____

ماشین پشم ریسي

PARSA Afghanistan

برس جمع کننده پشم

دستگاه پیچیدن نخ (چرخک)