



جمهوری اسلامی افغانستان

Islamic Republic of Afghanistan

REQUEST FOR QUOTE

FOR PROCUREMENT OF

Rental Vehicles for KMDP on

National Non-Consultancy Request for Quotation

درخواست برای نرخ دهی Request for Quotation

Procurement of

Rental Vehicles for KMDP

Package ID No: KMDP/IOC/NCS-12

Project : Kabul Municipal Development Program
Purchaser : Kabul Municipality
Funding : (ARTF- TF017016)
Project ID : P125597

Issued by:

**Program Management Unit (PMU),
Kabul Municipal Development Program (KMDP),
Kabul Municipality**

February, 2021



INVITATION TO QUOTE

For Procurement of Rental Vehicles for KMDP

Reference No.: KMDP/IOC/NCS-12

Date: February 15, 2021

You are invited to submit your price quotation together with other required qualification documents for provision of Procurement of Rental Vehicles for KMDP.

The Islamic Republic of Afghanistan, Kabul Municipality has received a grant from the Afghanistan Reconstruction Trust Fund (ARTF) World Bank, Grant No. (ARTF- TF017016) towards the cost of **Kabul Municipal Development Program (KMDP)**, (and intends to apply part of the funds to cover the eligible payments under the contract for the Procurement of Rental Vehicles for KMDP for daily operations.

1. Your quotation shall be evaluated and contract awarded to the firm offering the lowest evaluated price, technically responsive and fulfills qualification requirements.
2. You are requested to submit the following documents with your price quotation (each quotation shall be signed by a duly authorized representative of your firm).
 - (i) Drafted purchase order/Contract
 - (ii) Price Schedule
 - (ii) Specification
3. Your quotation will be on monthly bases including duties, taxes and other levies payable by the contractor under the contract shall be included in the total bid price.

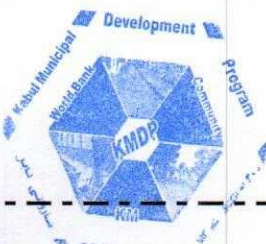
Failure to submit the above documentations may result in the bid being declared non-responsive and thus, may be rejected.

The quotation and as well as all correspondence and document relating to the bid exchanged by the bidder and the purchaser, shall be written in the English Language.

4. Qualification requirement are as given below:

To qualify for award of the contract, bidder shall meet the following minimum qualifying criteria.

- a) Annual volume of service of the least the amount of AFN-0 or equivalent in any of the last Three years with available balance of (0) AFN. Pleas provide evidence of your annual turnover. / **Not Applicable.**
- b) Experience as a prime contractor with donor agencies or Ministries contractor in the provision of at least one verifiable service contact of a nature and complexity equivalent to the service requested over the five last years which cover your quoted price, Pleas provide copy of at least one contract. **Not Applicable.**



- c) Bidder should quote their price in the price schedule provided in **attachment 2**.
- d) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total bid price. The bidder should separately include appropriate taxes in the quoted price and taxes will be deducted from gross billed amount while making payments. Comparison of price will be done excluding business receipt tax, which should be provided as separate line item.
- e) The rates quoted by bidder shall be fixed for the duration of the contract and shall not be subject to adjustment at any time.
- f) The rates should be quoted in Afghani only. The bids received in other currencies will be converted to Afghani as per rate of exchange (selling rate) published by **Da Afghanistan Bank** prevailing on the date of bid opening for evaluation of the bids.

For further information on taxes in Afghanistan, the bidder is advised to refer to the web site of Ministry of Finance: www.mof.gov.af

5. Evaluation of Bids:

The employer will evaluate and compare the bids determined to be substantially responsive, quotations will be evaluated based on the complete lot and purchase order will be awarded to the firm that meets the technical specifications and other requirements set forth in the RFQ and offered the lowest evaluated bid.

- a) Meet the qualification criteria specified in RFQ.
- b) Are properly signed all attachments (attachment 1 & 2) and
- c) Confirm to the term and conditions of technical specification.

In evaluating the bids, the Employer will determine for each bid the evaluated price of bid by adjusting the price of bid by making any correction for any arithmetic errors.

Please provide brochure and/ or detailed specifications of the quoted model if any.

6. Validity of the Quotation:

Your quotation should be valid for a period 60 days from the deadline date for receipt of quotations indicated in this invitation to quotation.

7. **Bid Security: - Not applicable**

8. **The deadline for receipt of your quotation by the Purchaser at address indicated below is:**

Package ID No: KMDP/IOC/NCS-12

Date: 22 February 2021

Time: 10:00 AM Kabul Local Time

Attention: Kabul Municipal Development Program Office



Attention: Kabul Municipal Development Program
District 10, Qala-e-Fatullah, Street #12, Behind Wasim Tower
Kabul, Afghanistan
Tel.: 0775827982/ 0798801080
E-mail: hayat_safi@hotmail.com Cc to karimilogs@gmail.com
Contact Person: Hayatullah Omerzai
Sr. Procurement specialist, Procurement Department-KMDP

Electronic Submission of Quotation shall NOT BE ACCEPTABLE. Late quotations will be rejected.

Quotations by e- mail or fax Are Not Acceptable.

One original of the complete quotation duly signed should be submitted to address give below:

Address:

Attention: Kabul Municipal Development Program
District 10, Qala-e-Fatullah, Street #12
Kabul, Afghanistan
Tel.: 0775827982/ 0798801080
E-mail: hayat_safi@hotmail.com Cc to karimilogs@gmail.com
Contact Person: Hayatullah Omerzai
Sr. Procurement specialist, Procurement Department-KMDP

9. Public bid opening:

If the bidder or his/her representative would like to witness the bid opening they are welcome to be present at the closing date and time specified above.

10. Award of Purchase Order:

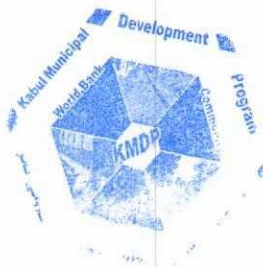
The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive, who has offered the lowest evaluated price and meets the required standards of technical and qualification requirements.

Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the validity of the quotation. The terms of the accepted offer shall be incorporated in the purchase order.

Yours Sincerely,

Eng. Mahbobullah Hakimi
Acting Team Leader of KMDP



Attachment 1

SHOPPING
Non-Consulting Services

Draft Purchase Order/Contract

Purchase Order No: KMDP/IOC/NCS-12

Date of Purchase Order: _____

Name of the Purchaser: Kabul Municipal Development Program/KM

Kabul Municipality
Kabul Municipal Development Program
Qala-e-Fathullah, Street 12, Behind Wasim Tower
Kabul, Afghanistan

Subject: Procurement of Non Consultancy Services for Rental Vehicles for KMDP

To:

Address: _____

Dear Sir:

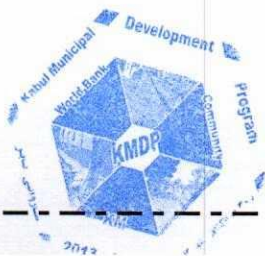
Your price quotation No. _____ Dated _____ for the above services are accepted by the Purchaser for an amount of _____ as per the Terms and Conditions described in Attachment 2 to this Purchase Order.

Please acknowledge receipt of this purchase order within 4 (Four) days from the date of

receipt. Yours Sincerely,

Acknowledgement on behalf of Contractor

Date/Signature, title:
Seal/stamp of the fir



Annex 2

Terms and Conditions of Services

Non Consultancy Services
Section: Rental Vehicles for KMDP
Organization: Kabul Municipal Development Program
Location: Kabul
Duration: 4 Months
Delivery Period: 4 Business Days
<p>Specifications:</p> <p>Vehicle with the capacity of 5 passenger including driver, 4 doors. I.8L I-4 Engine 5-spd manw/OD Transmission 132 @6,000rpm Horsepower, 128@4,400 rpm Torque Front – wheel drive, Type ABS and driveline traction control 15”, steel wheels.</p> <p>Manual Palate3 -4 Front Air Condition Manual. Color: White Type: Sedan Working hours from 08:00 am to 04:00 pm Saturday to Thursday. Working Site: Within Kabul City (within 22 districts of Kabul). Insurance, Maintenance, Fuel and Drivers will be provided by the contractor. Full Air Condition (Heating and Cooling System). Vehicle should be equipped with fire distinguisher, First Aid Kit and Spare Tire. The vehicle should have legal document of movement in Kabul City. Driver must have 25-40 age and have driving license and should be familiar with Kabul City.</p>

Bidders are requested to submit their sealed quoted price for Rental Vehicles for KMDP in below table in their quotation.

Price, Duties, taxes and other levies payable	Quantity	Unit Cost/Month	Total cost
Sedan Car, five seats with four doors, white color, Kabul plate number, Model 2006-2007 Working hours from 08:00 am to 04:00 pm Saturday to Thursday. Working Site: Within Kabul City. Insurance, Maintenance, Fuel and Drivers will be provided by the contractor. Full Air Condition (Heating and Cooling System). Vehicle should be equipped with fire distinguisher, First Aid Kit and Spare Tire. The vehicle should have legal document of movement in Kabul City. Driver must have 25-40 age and have driving license and should be familiar with Kabul City. Contract Duration: 4 Months	2 Vehicles		
Total Gross including Tax AFN			

Note:

1. In case of need services may be needed on off days.
2. Overtime will be given for the services on off days.
3. The contract shall be interpreted in accordance with the law of Islamic Republic of Afghanistan.
4. Effectiveness of Contract: Date of issue of the purchase order.
5. Commencement of Services: from the effective date of signing of the contract.
6. Intended Contract Completion Date: About 7 months from the date of issue of purchase order.
7. Fixed Price: The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
8. Time Frame for the assignment: As per Annex 2- Terms and Conditions of Services
9. Liquidated Damages: If the Supplier fails to deliver any or all of the Services by the Date(s) of delivery or perform the Related Services within the period specified in the Contract, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage (0.5% of contract price per week or part thereof) of the delivered price of the delayed Services or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage (The maximum amount of liquidated damages shall be: 10% of the Contract price). Once the maximum is reached, the Purchaser may terminate the Contract.
10. **Performance Security:** The Service Provider shall provide the Performance Security to the Employer equal to Ten (10) % of the Contract Price within 4 days of the notification of contract award in the form of a bank guarantee in the format provided as attachment 6. In the event of the Contractor not furnishing the Performance Security, the Employer shall retain equivalent amount from the first payment and from subsequent payments if first payment is not sufficient to be paid to the contractor as the Performance Security.

The Performance security shall be valid until a date 28 days beyond the Completion Date of the Contract.

11. **Payment:** Payment shall be made according to the following schedule:
 - Payment shall be made after completion of services against the invoice to be submitted by service provider and a certificate from Communication Department for satisfactory completion of services as per contract.
 - Payment shall be made within thirty (45) days of receipt of the invoice and the relevant documents specified above.
12. **Termination:** The employer may terminate this contract by not less than 7 days' written notice of termination to the Service Provider, to be given after the occurrence of any of the events specified below.

- a) If the service provider doesn't remedy a failure in the performance of its obligations under the contract, within fourteen days (14) after being notified or within any further period as the employer may have subsequently approved in



written: or

b) If the Service Provider, in the judgment of the Employer has engaged in corrupt, fraudulent, collusive, coercive or obstructive Practices in competing for or in executing the contract.

For the purpose of this Sub-Clause:

i “corrupt practice” is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;

ii “fraudulent practice” is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;

iii “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;

iv “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

v “obstructive practice” is:

(a) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or

(b) Acts intended to materially impede the exercise of the Bank’s inspection and audit rights provided for under paragraph 2.2 e. below.

13. By the service Provider: The Service Provider may terminate this contract, by not less than Thirty (30) Days’ written notice to the employer, such notice to be given after the concurrence of the event specified in below.

i. If the Employer fails to pay any payment due to the Service Provider pursuant to this contract and not subject to dispute pursuant within 28 days after receiving written notice from the Service Provider that such payment is overdue.

14. Dispute Resolution: Will be according to THE WORLD BANK Procurement Regulations for IPF Borrowers, July 2016 Revised November 2017 and August 2018

Name of the Bidder:

Authorized Signature:

Place/date

