



Muslim Hands International Afghanistan

Request for Quotation (RFQ)

Procurement of Poultry, Materials and Medicine for 40 Families in Kabul Afghanistan

Issue Date: August- 28- 2023

RFQ# RFQ-2023-MHI-012

Closing Date: September -04- 2023

1. Introduction

Muslim Hands International – MHI is an International Relief and Development NGO, established in the United Kingdom in 1993 with the objective of providing relief and emergency services and long-term sustainable development projects in a cultural, ethical, effective, efficient and transparent manner. Muslim Hands works both directly and with partners in over 50 countries worldwide carrying out short and long-term projects in Emergency Relief, Health, WASH, Education, Protection, Shelter, Safe Water, and TVET programming and a particular intervention of Advocacy and Peace in Afghanistan only. Muslim Hands International has been awarded Investor in People (2000, 2004 & 2007) and been accredited with Quality Management Systems Standard ISO 9001:2000. The organization is also a signatory to the International Federation of the Red Cross and Red Crescent Movement, and various NGOs in Disaster Relief and the main sources of funding of the organization are individual donors, trusts, institutions, and DFID.

Muslim Hands International obtained formal registration from the Ministry of Economy in Afghanistan with registration No. 141 in 2005 and is now firmly established with its Headquarters in Kabul and is fully engaged in relief and development activities in different parts of the country. The work of Muslim Hands in Afghanistan involves, improving the lives of poor and vulnerable through the provision of education, health, WASH, Protection, Livelihood, advocacy, Agriculture, and other specialized projects e.g., rehabilitation of the disabled, water purification and sanitation schemes, orphan sponsorship scheme, income generation activities and emergency aid / relief activities in Afghanistan. The Afghanistan head office operates in 21 provinces through head office in Kabul and regional and provincial offices in the respective regions and province of Afghanistan. MUSLIM HANDS INTERNATIONAL wishes to commission the team member to render services in the aforementioned fields due to the knowledge and experience of the Project.

MHI is implementing a poultry project funded by Muslim Hands UK in Kabul, titled “**Poultry, Materials and Medicine for 40 Families in Kabul Afghanistan.**”

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2. Scope of Services

MHI intends to distribute 800 chickens, along with materials and medicines, to 40 families as part of the poultry project in Kabul, Afghanistan. If you are interested and available within the specified time and location, please submit your bid.

- 1- The cost includes the purchase of 15 items, applicable taxes, loading and unloading fees, distribution of poultry expenses, and transportation costs to the targeted areas of Deh Dana and Sar Asyab in Districts 6 and 7 of Kabul Province.
- 2- The transportation of poultry, materials, and medicine, as well as the distribution of poultry to the designated location, will be the responsibility of the supplier.
- 3- Supplier will stay at the place until the distribution is ended.
- 4- The supplier should ensure that the procured poultry, materials, and medicines match the approved samples in terms of quality, quantity, and specifications.
- 5- The supplier should be responsible for the safe and timely transportation of the poultry and other materials to the designated delivery location.
- 6- The supplier should provide a certificate confirming that the poultry feed outlined in the RFQ contains the specified amount of protein and moisture.
- 7- **The expected delivery date is one week after the contract is awarded to the successful bidder.**

S. No	Description	Unit	Quantity	Unit Cost AFN	Total AFN	Remarks
1	21-week-old Golden/Cross Breed Pullets birds, body weight 900-1000 gram (The chickens have already started laying eggs. (مرغ ها قبلاً شروع به تخم گذاری کرده باشند)	Each	800			
2	Metal feeder full-Size High-Quality local (دانه خوره فلزی سایز بزرگ همراهی هر دانه خوره 2 متر تناب)	Each	80			
3	Chicken Water Drinker Trough with two lid, capacity 5 liter (آبخوره پلاستیکی 5 لیتره دارای 2 سرپوش همراهی هر آبخوره 2 متر تناب)	Each	80			
4	Wire Mesh for coop construction Chicken (جالی سیمی چهار خانه چینایی طول 5 متر و ارتفاع 1.5 متر)	Meter	200			
5	Balanced and formulated commercial layer poultry feed protein level 16 to 18 % moisture 13 % fresh product (Habib Hasam)	Bag	40			
6	Ciproflax 20gr, one sachet for each beneficiary	Box	2			
7	Oxycure 20gr (اکوسی کیور), one sachet for each beneficiary	Box	2			

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8	Multiplex 15 gr, one sachet for each beneficiary	Box	2			
9	Tylodox 500gr, 25 gr for each beneficiary. Have the following composition: 1- Tylosin Tartrate..... 10% 2- Doxycylin. H 20% 3- Colistin. S 450 MIU 4- Bromhexine. Hcl 0.5% 5- Streptomycin. S 3.6%	Bottle	2			
10	Electrovel powder, 150 gr for each beneficiary	Kg	6			
11	Normal Dicalcium phosphate, 500 gr for each beneficiary	Kg	20			
12	Glucose: 75 gr for each beneficiary	Kg	3			
13	Syring 10ml	Piece	50			
14	Shir Multi 15gr, 1 sachet for each beneficiary	Box	2			
15	Medivac ND+ IB: bivalent vaccine, one bottle has 100 doses. ND: B1 IB: H120	Bottle	8			
Total cost AFN						

3. Delivery destination: The Delivery destination for all above RFQ items is District 6 and 7 (**Deh Dana and Sar Asyab**) in Kabul, Afghanistan.

4. Short listing and evaluation

5. In evaluating RFQ submitted, consideration will be given only on the basis of low price and quality with relevant experience.

6. Conflict of Interest

7. MHI requires **every prospective Supplier to** avoid and prevent conflicts of interest, by disclosing to MHI if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.

8.

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9. Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of MHI staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.
10. The eligibility of Supplier that are wholly or partly owned by the Government shall be subject to MHI's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the RFQ.

5. Form of proposal – information to be provided.

To be considered, your proposal submission must include the following information. Failure to supply such information, in the requested format where specified, will result in your proposal not being considered.

5.1. The RFQ will be evaluated using the following technical criteria. RFQ should address each question.

1. Does the supplier have a valid license? If yes, please provide us with the scan copies.
2. Does the supplier have quality control documents to help ensure adherence to high professional standards? N/A
3. Does the RFQ fully respond to the needs of MHI about this procurement of laptops?
4. Will the supplier be able to meet MHI's deadline? Does the number of days or the time indicated by the supplier to complete the related tasks?
5. Does the supplier have the same experience with other NGOs or institutions? If so, please list the NGOs/institutions and indicate if we may contact them.
6. Does the RFQ adequately describe in a clear concise, and understandable manner the work to be performed including **sampling** techniques and analytical procedures to be used?

5.2. Information about your company:

- a. A short profile of your company with emphasis on the different services you supply. If the company is part of a group of companies, or is a subsidiary or parent company, please also give details of the group. N/A

5.3. Experience:

Details of your firm's experience of providing similar Goods supplied contract, and in particular experience of working with similar organization's funded projects in Afghanistan is preferred.

5.4. Costs:

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- a. All cost shall be inclusive of all applicable taxes as per taxation law of the government of Afghanistan, www.mof.af, TA/DA.
- b. The quotation price must be given in AFN currency and will be valid for at least 90 days.

5.5. Payment:

- i. Once the contract is signed with a supplier all the payment will be processed through **Bank transfer/Checks on a monthly basis**, the supplier is not supposed to request MHI for cash payment.
- ii. Additionally, the payment will be processed to Partner Company's bank account not individual bank account.

6. Question and Clarification:

- A. The Interested supplier/bidder can direct their queries to the operation unit of MHI via Nawazsharif.safi@afmhworldwide.org
- B. Contact No: +93 786 250 533

7. Submission Procedure

- a. The Interested supplier should submit the hard sealed stamped RFQ through a official authorized representative in order to attend the bid opening event at MHI Office, House# 11-1, Street second of Qali Fatullah, Kabul, Afghanistan by **01:30 PM, 04 September 2023**.
- b. Bid Opening Time/Date & Venue: **01:45 PM, 04 September 2023, MHI Meeting Room**.
- c. The bids received after the RFQ closure will be rejected except if the delay is determined by MHI to have been due to a valid reason.

8. Disclaimer

MHI is not bound contractually or in any other way to any Proponent to this request for RFQ/bid. The organization is not liable for any costs or compensation in relation to the consideration of this Request for submission of proposal/bids by the Proponents whether the organization terminates, varies, or suspends the process or takes any other action permitted under this Request for RFQ/bids.

The organization may, at its absolute discretion, elect to abandon any part or whole of the process without giving prior notice to the Proponents or potential Proponents.

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9. SUPPLIER QUESTIONNAIRE

The information provided in response to this questionnaire will be held confidential by MHI for use only in Supplier Evaluation and not disclosed to any outside party without your prior written consent.

Please provide the following information:

1. Name of supplier	
2. Address of supplier	
3. Contact name	
4. Mobile number	
5. Email address	
6. Company registration number	
7. Year of company registration	
8. Please attach company registration documentation	
9. Name of bank	
10. Bank details	

It should be noted that the answers you provide to this questionnaire might influence your potential relationship with MHI. Following completion, signature, and submission of this questionnaire any subsequent changes must be submitted to MHI in writing immediately.

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Authorized Signature

Prepared by:

Nawaz Sharif Safi

Procurement Officer

Signature:

Verified by:

Mr. Mashal Kanwal

Head of Operation

Signature:

Approved by:

Mr. Mohd. Hashmat Hijran Qasimzadah

Country Director

Signature:

