



## **Community-Based Agricultural Rural Development Program (CBARD)**

Request for Quotation (RFQ)

RFQ-CBARD-2023-064

**Provision of Grinding/Crusher Machine for Organic Fertilizers including delivery, installation, commissioning, and Training in Kandahar Province.**

Issue Date: August 21, 2023

**WARNING:** Prospective Offerors who have received this document from a source other than ROP/CBARD should immediately contact [CBARD-procurement@rootsofpeace.org](mailto:CBARD-procurement@rootsofpeace.org) and provide their name and mailing address/email in order that amendments to the RFQ or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued and posted via email.

**Offerors submitting incomplete quotations may be disqualified.**

## 1. Overview of the Request for Quotation

Roots of Peace (ROP), the implementer of the UNDP-funded CBARD projects, invites qualified vendors to submit quotations for the Provision of Grinding/Crusher Machine for Organic Fertilizers including delivery, installation, commissioning, and Training in Kandahar Province.

<b>Description of Goods &amp; Related Services</b>	Provision of Grinding/Crusher Machine for Organic Fertilizers including delivery, installation, commissioning, and Training in Kandahar Province.
<b>Technical Proposal</b>	Refer to Annex 1
<b>Cost Proposal</b>	Refer to Annex 2
<b>RFQ #</b>	RFQ-CBARD-2023-064
<b>RFQ Issue Date:</b>	August 21, 2023
<b>Deadline for Questions: Date &amp; Time</b>	August 27, 2023
<b>Submission Method:</b>	For any questions/clarifications related to this RFQ please contact via email to <a href="mailto:Questions@rootsofpeace.org">Questions@rootsofpeace.org</a> and mention the clarifications RFQ reference number in the subject section of your email. Please do not send your bid to the above email address. Any quotation sent to the above email address will lead to the disqualification of a quotation from evaluation.
<b>RFQ Closing Date &amp; Time:</b>	August 31, 2023 16:00 Kabul Local Time
<b>Submission Method:</b>	Offers should be submitted via email to <a href="mailto:CBARD-BIDS@rootsofpeace.org">CBARD-BIDS@rootsofpeace.org</a> prior to the closing date above.
<b>Anticipated Award Type</b>	ROP anticipates issuing a <b>Firm Fixed Price Purchase Order</b> . This is only the anticipated type of award and may be changed as a result of negotiations.  Issuance of this RFQ in no way obligates ROP to award a subcontract or purchase order and Bidders will not be reimbursed for any costs associated with the preparation of their quote.
<b>Basis for Award</b>	Lowest Price Technically Acceptable (LPTA)
<b>Delivery Terms</b>	Delivery At Place. The province location is provided in the Technical Specification section. The exact addresses will be provided upon award.
<b>Expected delivery date</b>	Within 70 calendar days from the issuance of the Purchase Order (PO)
<b>Documents to be submitted</b>	<b>The bidder must specify all the required parameters listed in the “Technical Specifications” section. Failure to do so may disadvantage the bid during the evaluation process.</b>  Offerors should submit all documents as outlined in the quotation Checklist (Annex 6).
<b>Payment Terms</b>	The bidder understands and agrees to ROP payment terms, whereby payment is made after the completion of the services and within 60 days of receipt of a correct invoice.
<b>Tax</b>	Any vendor contracted to supply Goods, Works or Services should hold an appropriate valid business license throughout implementation of a contract. Implementation meaning from the moment of the fully executed contract through to the delivery, installation, and acceptance of Goods, Works or Services. If a vendor's license expires before implementing the award, a tax withholding of 7% shall be applied for the value of the entire award irrespective of when the business license expires. If a vendor does not hold a business license, then 7% tax withholding will apply automatically.  A vendor will be offered the opportunity to renew the appropriate business license, and, in such cases, payments shall be withheld by ROP for a period of ten working days. However, if the vendor elects not to renew a license,

	or a period of ten has expired, ROP shall withhold 7% for tax purposes, and make payment.
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## 2. INFORMATION TO BIDDERS

### 1. Background

Roots of Peace (ROP) is a humanitarian organization whose mission is to rid the world of landmines and other remnants of war by transforming toxic minefields into thriving farmland and communities through a focus on sustainable, organic farming practices. Roots of Peace is implementing a Community-Based Agriculture Rural Development (CBARD) project to support the Production of Fruits and Vegetables as an alternative to poppy Cultivation and Trade in five high Cultivation provinces of Afghanistan.

Moreover, the ROP-CBARD project aims to create partnerships between existing ROP-CBARD communities to reach three key objectives: reducing opium poppy cultivation, creating alternative licit economic development for former poppy farmers and women in the community, and supporting more sustainable peace.

### 2. Reporting on Fraud, Anti-corruption, and exploitation

Any payment of a bribe or kickback is strictly prohibited by ROP-CBARD and will result in disqualification. If you are approached by anyone suggesting unlawful actions regarding this Request for Quotation (RFQ) or have any concerns or suspicions that your Offers is not being treated with honesty, transparency, and integrity, please contact the ROP office on [CBARD.helpline@rootsofpeace.org](mailto:CBARD.helpline@rootsofpeace.org). Confidentiality or anonymity can be guaranteed.

1. د درغلیو، فساد او رشوت ضد او ناوړه گټی اخیستلو په اړه راپور ورکول

د شرکت له طرفه چاته رشوت ورکول او هر ډول غیر قانونی تادیبه د ROP لخوا په کلکه منع ده او پایله به یې د شرکت نا اهله کړزول وي چه آینده کی بلی پروژی ته خپل کاغذونه نشي جمعہ کولی. که تاسو سره د هر چا لخوا تماس ونیول شو اوددی (RFQ) په اړه د غیر قانونی کړنو وړاندیز یا پیسو غوښتنه در څخه اوشوه یا کومه اندیینه یا شک ولری که پیس ورنکړی نو ستاسو پروپوزل سره به په صداقت، او رویتیا سره سم چلند اونه کرای شي، مهرباني وکړئ د ROP دفتر سره په [CBARD.helpline@rootsofpeace.org](mailto:CBARD.helpline@rootsofpeace.org) ادرس اړیکه ونیسئ. مونږ تاسی ته تضمین درکولو چي ستاسي دا ټولی خبری یا هویت به مونږ سره محرم وي او هیڅوک به تری نه خبریږي.

## 3. INSTRUCTION TO BIDDERS / Compliance Requirements

1. Submission of offers	Submit signed, dated, and stamped quotations in the format provided with your offers to the designated Procurement team before the deadline specified in this solicitation. Late submissions will not be considered. The subject line must be the RFQ# (RFQ-CBARD-2023-064) ONLY. Failure to adhere to this instruction will lead to the disqualification of a bid from the evaluation. Any Offer sent through any links will lead to the disqualification of a Offers from evaluation.
2. Geographic Code	<ul style="list-style-type: none"> <li>ROP must verify the source, nationality, and origin, of goods and services and ensure (to the fullest extent possible) that ROP does not procure any services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. The current list of countries under comprehensive sanctions includes Cuba, Iran, North Korea, Sudan, and Syria. ROP is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by ROP.</li> <li><b>According to Section 889 of the FY2019 National Defense Authorization Act, the Provision of good/services from the below Chines listed companies are prohibited.</b> <ul style="list-style-type: none"> <li>Huawei Technologies Company</li> <li>ZTE Corporation</li> <li>Hytera Communications Corporation</li> <li>Hangzhou Hikvision Digital Technology Company</li> <li>Dahua Technology Company (or any subsidiary or affiliate of such entities)</li> </ul> </li> </ul> <p>By submitting a quotation in response to this RFQ, Offerors confirm that they are not violating Source and Nationality requirements and that the services comply with the Geographic Code and the exclusions for prohibited countries.</p>
3. Liquidated Damages	<ul style="list-style-type: none"> <li>Except under the circumstances of Force Majeure, if the Contractor fails to deliver any or all the goods by the date(s) of delivery or perform the services tied to the delivery of goods within the period specified in the Contract, ROP may, without prejudice to any or all its other remedies under the Contract, deduct One-tenth percent (0.1%) of the fully executed contract amount per day. The</li> </ul>

	maximum number of delays shall be: One Hundred (100) days, equating to Ten Percent of (10%) of the fully executed contract amount.
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## 4. EVALUATION AND AWARD

An award will be made based on the Lowest Price, Technically Acceptable source selection process. The award will be issued to the responsible Offeror submitting the lowest evaluated price that follows the RFQ instructions and meets or exceeds the acceptability requirements for technical requirements described in this RFQ. All received bids will be evaluated based on the initial minimum criteria below. Vendors who do not pass will be removed from consideration.

ROP-CBARD will evaluate the following factors as PASS/FAIL:

- **Technical Specification - Do the goods offered meet or exceed the RFQ requirements? The bidder shall provide a Data sheet and technical specification of the offered products.**
- **Submission of current and valid MOCI License.**
- **Submission of Banking / Payment information. (AFN Account Required)**
- **At least two successful contracts such as agricultural processing machinery or similar equipment have been completed in the last five years. The bidder shall attach copies of the contracts.**
- **Warranty: 12 Months for machinery.**
- **Delivery time: The bidder shall be expected to provide a realistic delivery time. Bidders providing a realistic shorter delivery time shall be preferred for this solicitation.**
- **The bidder shall submit a detailed workplan that provides sufficient details to show the time taken for delivery, installation and training.**

Vendors who pass the initial screening based upon the criteria above will proceed to the Lowest Price Technically Acceptable evaluation to determine the successful offer. ROP reserves the right to increase and or decrease the requirement during the evaluation and or award stage. ROP reserves the right to conduct sample check during the evaluation.

## Annex 1: Technical Proposal:

Item Name	Detail Specifications	Sample Picture	Bidder's offered specifications
<b>Crusher/Grinding Machine</b>	<p>Purpose: Organic Fertilizer production line. Input: Animal waste Discharging size: 50-200 mesh</p> <ul style="list-style-type: none"> <li>• Capacity: 1-1.5 T/H</li> <li>• Voltage: 380</li> <li>• Frequency: 50HZ</li> <li>• Power: 22KW</li> <li>• Weight: 470KG</li> <li>• Dimension(L*W*H): 1200*1350*900mm</li> <li>• Core Components: Engine, Motor, Gear</li> <li>• Brand Name: Shunxin or similar</li> <li>• Quantity: 1</li> </ul>		
<b>Belt conveyor:</b>	<p>Function: Convey raw material to Mixer Material: structure steel Length: 6 meters Width: 500mm Core component: Motor Belt material: PU Rubber Voltage:110V/220V/380V speed:1-3m/sec Capacity:20-60t/h Weight:800KG Quantity: 1</p>		

## Annex 2: Cost Proposal:

S.No	Item Name	Unit	QTY	Delivery Location	Price (USD)
1	Crusher/Grinding Machine for Organic Fertilizers	PCs	1	Kandahar Province-Center	
2	Belt conveyor	PCs	1		
<b>Total Price (USD)</b>					

Please Indicate fixed costs and total costs in the categories given including transportation. **Please provide your financial offer on your company letterhead signed and stamped.**

### Annex 3: Quotation Cover Letter

[Firm's Letterhead]

<Insert date of submission>

To: Roots of Peace (ROP)  
Community-Based Agriculture Rural Development (CBARD) Project

We, the undersigned, provide the attached offer in accordance with the RFQ-CBARD-2023-064 - Provision of Grinding/Crushing Machine for Organic Fertilizers including delivery, Installation, Commissioning, and Training in Kandahar Province.

I certify a **validity period of 90 days** for the prices provided in the attached quotation. Our quotation shall be binding upon us, subject to the modifications resulting from any discussions.

We understand that ROP is not bound to accept any offers it receives.

Yours sincerely,

Authorized Signature:  
Name and Title of Signatory:  
Name of Firm:  
Address:  
Telephone:  
Email:

Company Seal/Stamp:

#### Annex 4 Business Information and License

Company Name as per Business	
License	
Company Address:	
Name of Company's Authorized Representative	
Authorized Representative's Email (If Available)	
Authorized Representative's Phone Number	
Banking and Payment Information (Bank and AFN Currency):  a. Bank name: b. Company name: c. Account number: d. Swift Code:	

**Please attach your business license and a copy of the Tazkira/ Passport of the Company President.**



## Annex 6: Offer Checklist

Name of Company: \_\_\_\_\_

### Does your quotation include the following?

- Cost Proposal as per Annex 1 (Attach separately)
- Provision of separate attachment Technical Specifications Annex 2, and sample pictures or other documentation you feel is important for the review committee (per attachment).
- Signed and Stamped Cover Letter on Company Letterhead
- Past Performance Table
  
- Copy of Valid business license
- Copy of Tazkira/passport of president and vice-president
- Information about the original equipment manufacturer:
  - Manufacturer Information
  - Manufacturer Experience
- Detailed Equipment Specifications:
  - Model number and source of origin
  - Datasheet
  - Photos
- Bidder's offered delivery time in days.