

Date: 24. Sep.2019

National Tender: (Ref: AFG 1179-NT-002-Vocational Training Toolkits)

About Welthungerhilfe

Welthungerhilfe is the largest German non-governmental, Non-profit and non-partisan organization working in Afghanistan since 1992 in development cooperation, humanitarian and emergency aid, rehabilitation and reconstruction

Welthungerhilfe hereby invite suitably qualified and capable suppliers to provide the following required toolkits and materials as specified under point 2 of the tender for AFG-1179 Vocational Training Project in Kabul Province, Afghanistan

1. General Conditions

- All commodities must be according to Welthungerhilfe specifications and of merchantable quality.
- All quoted prices must be inclusive of TRANSPORTATION CHARGES with UPLOADING/DOWNLOADING and PACKGEING of the Items
- INCOTERMS: DDP) Delivery Duty Paid) to distribution points as designated by Welthungerhilfe
- All quotations must abide by the government of Afghanistan tax regulations

2. Items specifications

Lot 1 (Toolkits for Vocational Training Shops) Male/Female	No	Items	Specifications	Unit	Quantity
	1	Tools for Carpentry Shop	The list of tools with the specifications and needed quantity is attached with the tender as (Annex 03-Appendix to Tender, AFG 1179-NT-002-Vocational Training Toolkits)	Package	17
	2	Tools for Electrician Shop		Package	53
	3	Tools for Car or Automotive Machine Repairing Shop		Package	22
	4	Tools for Metal Work Shop		Package	24
	5	Tools for Plumbing Shop		Package	23
	6	Tools for barber Shop		Package	22
	7	Tools for Handicraft (tailoring & Embroidery) Shop		Package	69
	8	Tools for Cosmetics (Beauty Parlor) Shop		Package	32
	9	Tools for Mobile Repairing Shop		Package	25

* Note that Welthungerhilfe reserves the right to split the lots and to change the final total quantity following the opening of the Tender Bids and prior to the signature of the order with the winning bidder(s).
Suppliers should submit the offers for all items in the Lot.

3. Delivery Conditions

All items must be according to the agreed specifications and quality, quantity and good condition. Any damaged items, wrong quality, specification will be rejected, and supplier will be liable for the cost of returning

4. Delivery Locations

The delivery location is WHH Central Regional Office, house# 202, Street 5, Old Taimani, Kabul Afghanistan.

5. Delivery Timeframe

Supplier is obligated to complete the delivery to the above-mentioned locations as following:

- Lot 1 – Vocational Training Toolkits within 12 working days
Specific delivery schedule will be provided by Welthungerhilfe at the time of signing the contract.
In case of exceeding the agreed delivery period Welthungerhilfe has the right to cancel the contract without any obligation of compensation towards the supplier

6. Packing

- All the items shall be packed as per details given for each shop in presence of WHH authorised staff and representative of vendor inside boxes after delivery and inspection by WHH.

7. Inspection

Delivery shall be inspected for quality and quantity by Welthungerhilfe staff at the time of unloading at the destination. The supplier or its representative must be present for the full period of Quantity inspection involves physical count and observing condition of goods prior observation.

Goods not meeting agreed quality standards would be rejected. In case goods are rejected, the Supplier is contractually obliged to provide replacement items within 2 working days of receipt of rejection, free of charge and free of additional costs/fees.

8. Samples

Suppliers are required to provide samples at the time of providing their bids for the items, in case the sample for all items are not with the bid offer, then the shortlisted suppliers would be requested for the sample. Prior to signing the contract with the winner supplier, WHH team will inspect the capacity of the supplier for providing the required items as well as the quality of the items as per specifications mentioned in the **annex 03**.

9. Pricing

All prices in the quotations must be indicated in AFN currency only. Quotations stated in other currencies will not be considered in the awarding process. Prices must include all relevant taxes. WHH is obliged to deduct 2% of the total contract price, providing that the Supplier retains valid business license issued by AISA or Ministry Commerce and has TIN number, otherwise 7% of the total contract price, and pay it to the Afghan Government bank account

10. Payment Condition

Payment against documents. Payments shall be made within 10 working days after the completion of delivery. Once all the logistic documents are verified, the payment shall be authorised by the Finance Department as a bank transfer or cheque.

11. Penalties

Delivery schedule will be fixed in contract. In the event of delay in delivery caused other than by force majeure Welthungerhilfe is entitled to make use of a penalty of 2/1000 per day of the total value of the contract. The penalty will be deducted from the invoice.

In case the quality is not in line with specifications initially agreed by both sides, the Supplier has to inform Welthungerhilfe as soon as possible. Goods not meeting agreed quality can be rejected by Welthungerhilfe, but if Welthungerhilfe accept these goods, a deduction from the order sum and a penalty will be negotiated.

12. Force Majeure

Force majeure is defined as natural disaster, earthquake, landslide, flood, war, armed conflict, and pandemic. In the event of force majeure, the supplier shall inform the Client within 24 hours. Welthungerhilfe and the supplier shall amicably decide further action after force majeure. Force majeure shall have an official declaration by the government.

13. Tender Evaluation and selection Criteria

- Reasonable price – 50% قیمت مناسب
- Experience & Background – 10% تجربه و سابقه درین بخش بخصوص
- Goods quality 30% کیفیت مواد/اجناس
- Quality of bids documents 10% کیفیت اسناد برای داوطلبی

14. Submission

- Quotations must reach Welthungerhilfe no later than **07th of oct. 2019** at 02:00 p.m. local time.
- Complete Tender documents in English detailing the conditions and requirements may be obtained from the Welthungerhilfe Afghanistan Central Regional Office situated at: Old Taimani Road, Street 05, House 202, Kabul, or may be downloaded from the Welthungerhilfe website: www.welthungerhilfe.de , ACBAR website: <http://www.acbar.org/rfq> and **Hasht-e-Subh Newspaper**
- In case of any questions please submit an email to the following address: Hussain.Saeedi@welthungerhilfe.de

15. Code of conduct

Welthungerhilfe organizes its procurement practices in a fair and transparent manner and obeys the guidelines for the use of public funds. Contractors and suppliers must bindingly confirm that they reject corrupt behavior according to the definition outlined in the guideline (As per attached Annex) and have never been legally convicted of fraud or corruption. In the case that bribes have been offered or paid within the period of contract, the right to end the contract should be reserved as well as the right to exclude the contractor from any further procurement procedures with Welthungerhilfe in Afghanistan. In order to effectively prevent corruption and avoid any semblance of corrupt behavior, Welthungerhilfe has developed guidelines for the fight against corruption which have to be followed by the employees of the organization as well as the contractual partners (suppliers, service providers, etc.). The contractual partners submitting the bids/signing the contract oblige themselves to follow the guidelines (As per Annex Prevention of conflict of interest and corruption) and to communicate these guidelines strongly to other contractual partners (suppliers, service providers, etc.). Employees and contractual partners are encouraged to report violations and concerns as early as possible. For this purpose, secure, easily-accessible and trustworthy channels of information will be established. The first point of contact is the Internal Auditing Department and can be contacted as per Whistleblowing hotline (**confidential email-address**): audit@welthungerhilfe.de"

Signed by:

Mohammad Hussain Saeedi
Regional Manager
Welthungerhilfe, Central Regional Office

Signature.....

Approved by:

Thomas ten Boer
Country Director
Welthungerhilfe Afghanistan

Signature.....

ANNEXED Documents that represent an integral part of this Invitation to Tender:

- Annex 01: Tender Invitation
- Annex 02: Tender conditions
- Annex 03: Tender Specification list of Tools/Equipment
- Annex 04: Supplier Qualification
- Annex 05: Appendix to tender
- Annex 06: Appendix to Child Production Policy
- Annex 07: Appendix to Prevention of Conflicts of Interest & Corruption
- Annex 08: Appendix to Code of Conduct
- Annex 09: Appendix to Sexual exploitation & Abuse of Beneficiaries