

Request for Quotation

We are looking to determine a potential supplier through the competition process to provide the Generator Fuel with standard quality for below mentioned provinces.

MEHHRO is eager to invite suppliers submit quotation to MEHHRO along with samples of **Generator Fuel along with the specification and delivery services** with below required documents. Suppliers have to specify delivery date of Fuel to mentioned provinces in this RFQ. The quotation option is limited to be submitted in hard copy to MEHHRO Office Kabul, Qala-e-Fathullah, & soft copies through email to MEHHRO Procurement: procurement@mehhro.org . All the below listed provinces requires for the period of ten months with following scope of work:

Delivery Condition for the supplier:

1. Fuels shall be delivered to Logar, Parwan, and Wardak provinces.
2. Fuels should be delivered on monthly basis, the delivery date should be maximum up to 7 days at the start of each month.
3. Fuels quantities will be specified by MEHHRO.
4. Payments will be made on cash after acceptance of each delivery on monthly basis.

You are required to provide us with the below documents and sample to be eligible for the initial bidding process:

1. Submit hard copy of RFQ to MEHHRO Office Kabul, Qala-e-Fathullah.
2. BoQ Form Should be signed by the supplier and should be attached with the Quotation.
3. Registration sheet should be signed upon submission of the quotation by suppliers

The Bidding criteria for selecting potential supplier(s) are as below:

1. Essential Criteria which include the above documents and vetting check
2. Capability Criteria
3. Commercial Criteria (Cost)
4. Quantity and Quality
5. Availability in targeted locations.

Conditions under this bid:

1. Payment will be done upon satisfactory delivery of all sets to mentioned destinations. The payment will be in cheque or cash. MEHHRO has no responsibility of kits (packages) till the final destination.
2. Tax will be deducted as per Afghanistan tax law if applicable.
3. Offers which do not comply with noted guidelines will be disqualified.

Submission Guideline:

1. MEHHRO only accepts signed, stamped quotation in Kabul considering the below addresses and timeline:

MEHHRO Kabul Office Address: 5th Street, Qala-e-Fathullah, Kabul Afghanistan,
procurement@mehhro.org - 0783519553

V. Business Name: _____
 V. Contact Person: _____
 Email Address: _____
 Contact Number: _____
 Vender Address: _____

Month/Day/Year

Date:

Quote #:

Valid For:

No	Scope or Work	Specification	Unit	Quantity	Unit Price	Totale Price	Note
A1							
A2							
A3							
A4							
Total Estimated Cost							

Supplier Commitments:

General Note: The Contractor (Bidder) carefully studied related documentation and condition of tender and submitted prices are based on Tender base. The Contractor (Bidder) is aware that prices and its breakdown take into account all the work necessary for the proper execution of the work subject that are obvious and /are which may be appropriately qualified and competent contractor shall predict. All utility work and incidental expensis, unless specifically provided, shall be included in the cost of the work. These rates include labor cost, manpower, materials, machinery equipment, the cost of organization and management work, temporary works, as well as any incidental costs necessary for the proper execution of work and a reasonable profit.

Supplier Approval:

Name: _____
 Position: _____
 Signature: _____

FOR OFFICE USE ONLY:

Prepared By:

Name: _____
 Position: _____
 Signature: _____

Approved By:

Name: _____
 Position: _____
 Signature: _____