

**RFQ No: 100 NAC/KCO**

**Request for Quotations**

**Financial Service Provider (FSP)**

**Issue Date:  
05/11/2024**

**Closing Date:  
20/11/2024**

**Closing Time: 4:00 Pm Kabul, Afghanistan Standard  
Time**

**Norwegian Afghanistan Committee, Kabul Main  
Office**

**house # 20, Street# 5, Qala-e-Fathullah, Kabul Afghanistan**

## 1. Introduction:

### The Norwegian Afghanistan Committee (NAC)

Norwegian Afghanistan Committee was established in 1980 as a member-based solidarity organization. The NAC is doing development and humanitarian work in Afghanistan and information and advocacy in Norway. Through our focus on rural development (education, agriculture and sustainable economic development, civil society, governance and health), disaster risk reduction and management, and the education of female health care providers, we strive to improve the quality of life of Afghan in rural and remote communities. The aim of the NAC is to contribute to the development of an Afghanistan free of poverty where equality, democracy, human rights and respect for diversity serve as the basis for political action and development.

## 2. Summary of acquisition:

NAC (Norwegian Afghanistan Committee) is seeking qualified Financial Service Providers to provide the bellow mentioned services as per the NAC requirement in below listed locations. All interested bidders who have similar experience in providing the below mentioned financial services and cash distribution activities are invited to bid.

## 3. Scope of work/Specification:

The selected service provider shall supply and deliver the below mentioned services as per NAC's requirement in the below listed districts of **Badakhshan, Parwan and Panjshir** provinces.

Project code	Province	District	Budget Line Description (as per budget)	Instalments	Total in USD	Number of Recipient	Payment per recipient in USD	
<b>Badakhshan, Parwan and Panjshir Project: 33539</b>	<b>Badakhshan</b>	Faizabad	Cash for heating	1	151,600	758	200	
		Faizabad	Cash for winter clothes	1	56,092	758	74	
	<b>Parwan</b>	Salang	Cash for heating	1	40,800	204	200	
		Salang	Cash for winter clothes	1	15,096	204	74	
	<b>Panjshir</b>	Dara	Cash for heating	1	50,000	250	200	
		Dara	Cash for winter clothes	1	18,500	250	74	
		Khenj	Cash for heating	1	63,600	318	200	
		Khenj	Cash for winter clothes	1	23,532	318	74	
		Paryan	Cash for heating	1	20,000	100	200	
		Paryan	Cash for winter clothes	1	7,400	100	74	
	<b>Grand Total USD</b>					<b>446,620</b>		

#### **4. Service / Product delivery and payment Terms:**

##### **Payment method:**

- 4.1 NAC will develop the schedule of cash distributions where financial service provider will plan their cash delivery based on the developed joint plan
- 4.2 The mentioned amount will be converted into AFN and then the amounts will be distributed in AFN to the beneficiaries by the contractor based on the schedule provided by NAC at least two days in advance before the distribution team physically visit the area/s for each instalment of cash distribution.
- 4.3 The exchange rate between USD and AFN will be selected based on Da Afghanistan Bank exchange rate two days before the distribution starts. At the same exchange rate, the above-mentioned payment per recipient in USD will be paid to the beneficiaries in AFN.
- 4.4 After each instalment of the cash distribution is completed and the distribution report/s confirmed by the regional office of NAC, the contractor/or their representative should visit the NAC Kabul office for getting the cheque and collect their money in USD as reflected in the above table from the Afghanistan International Bank (AIB).

**Delivery timeline and Mode of Shipment:** The supplier should bear the transportation cost and delivery of the cash mentioned above to the locations and distribute the money to the selected beneficiaries based on approved distribution lists.

#### **5. Terms of Contract:**

Financial Service Providers (locally registered) must quote price in % of USD amounts while payments to the beneficiaries will be in Afghani as defined in section 3 and 4 of these announcements.

Your quotation will be accepted, and payment will be proceeding as per your business title in your bank account.

No advance will be paid by NAC.

NAC reserves the right to cancel this process without further notice to the FSP.

The amount will be transferred to FSP's account and or the money will be paid to the FSP through issuing bank cheque after submitting the distribution documents to NAC's regional offices (Badakhshan, Parwan and Panjshir)

NAC reserves the right to vary the quantity of amount, by up to a maximum of thirty Percent of the total offer, without any change in the unit price or other terms and conditions.

Please be informed that NAC is not bound to accept any quotation, nor award a contract or purchase order, nor be responsible for any cost associated with a suppliers' preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

NAC encourages every prospective supplier to prevent and avoid conflicts of interest, by disclosing to NAC if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFQ.

NAC will also not be responsible for any cost and transportation of FSP staff to the field, NAC staff will only support in arrangements- such as planning distribution, informing beneficiaries, printing of distribution documents, supporting FSP for distributing the cash to verified project beneficiaries.

NAC implements a zero tolerance on fraud and other prescribed practices, and is committed to preventing, identifying and addressing all such acts and practices against NAC

## 6. Instructions on complying with sanctions

NAC will not sign a contract with or make any funds or other economic resources available, directly, or indirectly, to companies or individuals that are included on a sanctions list issued by the UN<sup>1</sup>, EU<sup>2</sup>, Federal Republic of Germany, Norway and / or US Office of Foreign Assets Control “(OFAC)<sup>3</sup> - General License No. 19 - certain transactions in support of nongovernmental organizations’ activities in Afghanistan”. When implementing the contract with the NAC, contractor must fully comply with all sanctions, embargoes and other trade restrictions issued by the UN, EU, Federal Republic of Germany, Norway and / or OFAC.

This applies in particular to the latest EU sanctions against Russia, Belarus, Crimea and other parts of Eastern Ukraine occupied by Russia, but also applies for all embargoes and other trade restrictions as mentioned above. Accordingly, contractors are required to only supply goods that are not covered by these sanctions. This also requires the contractor to confirm that the company (contractor), their owners/shareholders, employees, and/or affiliated entities are not on lists of sanctions, restrictions and embargoes issued by the UN, EU, Federal Republic of Germany, OFAC and/or Norway. The contractor is also responsible for enabling NAC to ensure compliance with the sanctions regime by providing the necessary support and documentation.

However, this also applies to sanctions recently proposed in the Norwegian Parliament (Ref: Instilling 138 S, 2023-2024) against companies operating on occupied Palestinian territories in East Jerusalem, the Golan Heights, and the West Bank.

The contractor must notify NAC without delay and on its own initiative if the contractor (company), their owners / shareholders, employees, and/or affiliated entities is included on a sanctions list issued by the UN, EU, Federal Republic of Germany, Norway, and / or US OFAC. This provision also applies if the contractor becomes aware of an event that may lead to such a listing. The contractor shall notify NAC without delay and on its own initiative of any violation of the provisions set out in this text

## 7. Time Frame:

Announcement of RFQ	05/11/2024
Last date for submission of quotation	20/11/2024/4:00 PM
Evaluation of quotation (RFQ) and identification of vendor	Estimated 7 days
Agreement with selected Vendor	After selection, estimated 3 days

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<sup>1</sup> <https://scsanctions.un.org/search/>

<sup>2</sup> [https://finance.ec.europa.eu/eu-and-world/sanctions-restrictive-measures/sanctions-adopted-following-russias-military-aggression-against-ukraine\\_en#sanctions](https://finance.ec.europa.eu/eu-and-world/sanctions-restrictive-measures/sanctions-adopted-following-russias-military-aggression-against-ukraine_en#sanctions)

<sup>3</sup> <https://content.govdelivery.com/accounts/USTREAS/bulletins/352a280>

## **8. Submission of offers:**

The sealed quotations should be submitted on or before 16:00 (Kabul Time) 20/11/2024 to the following addresses:

Norwegian Afghanistan Committee (NAC), Street# 5, house # 20 Qala-e-Fathullah, Kabul Afghanistan

Contact No: +93 790 69 82 04 / + 93 790 69 82 16/+ 93 728 44 46 57

## **9. Required documents along with the quotation:**

1. Valid registration certificates
2. Self-declaration that you are not in any excluded or blacklist parties/vendors/suppliers.

Please contact us if you have any query regarding this RFQ!

**Thank you and we look forward to receiving your quotation.**



Office: KCO

**Request for Quotations (RFQ)**

To: All Interested

RFQ No: 100

From: NAC

Date: 05/11/2024

Title: Financial Service Providing to the project target beneficiaries/ please stamp all your documents

Norwegian Afghanistan Committee (NAC) invites you to submit your quotation for supplying the following items:

	District	Budget Line Description (as per budget)	Instalments	Total in USD	Number of Recipient	Payment per recipient in USD	Total Service delivery cost by FSP in %
<b>Badakhshan</b>	Faizabad	Cash for heating	1	151,600	758	200	
	Faizabad	Cash for winter clothes	1	56,092	758	74	
<b>Parwan</b>	Salang	Cash for heating	1	40,800	204	200	
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	Paryan	Cash for winter clothes	1	7,400	100	74	
<b>Grand Total USD</b>				<b>446,620</b>	<b>Average in %</b>		

**Terms and Conditions:**

1. The Quotations must be at NAC Kabul Office with the RFQ Referencing number, not later than 05/11/2024
2. NAC will inform the bidders of the results of the bidding after a considerable time from the bid closing date.
3. Any clarifications required concerning the table of the terms and conditions stated in this RFQ should be addressed to the NAC prior to the submission of the RFQ on the closing date.
4. Any RFQ that has white out on the document will be excluded from the bidding. Please cross out and initial any error.

**Note:**

The following terms and conditions are to be considered strictly, while offering quotation.

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|---|----------|
| 1. Delivery Period in Days              | N/A..... |
| 2. Terms of Delivery                    | N/A..... |
| 3. Terms of Warranty                    | N/A..... |
| 4. <b>Validity of Quotations (Date)</b> | /        |
| 5. Due pay or undue (Terms of payment)  | N/A..... |
| 6. After sell service                   | N/A..... |

Offeror: \_\_\_\_\_

Title: \_\_\_\_\_

Signature & Stamp: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Address: \_\_\_\_\_

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