



Reference no. : Long Term Agreement (LTA)
Date : 18th December-2019

Request for Quotation (RFQ)

Company Name:
Company address:
Phone / Fax:
Company contacts:

Subject: Signing of Long-Term Agreement (LTA) for provision of cooked food to undocumented Afghan Returnees – Nimroz ZTC Camp Zaranj City.

Dear Sir / Madam,
International Organization for Migration (IOM) Project office in Nimroz would like to sign long term agreement in accordance to the following details:

No	Description	Unit	Quantity	Unit Price (AFN)
1	<p>Breakfast: One-time breakfast (Tea (Green & Black), 1 Pc fresh bread (200g), Sugar (As needed), 100 Gram Cream Cheese as well as one-time tea at 10:00 AM. Maximum ceiling quantity per month will be 2,000 Pack صبحانه با چای سیاه و سبز، بوره (حسب ضرورت)، یک قرص نان (200 گرام) و پنیر خامه ۱۰۰ گرام و یک چای ساعت ۱۰ بجه قبل از ظهر (برای چای از گیلاس های یکبار مصرف استفاده نشود) تعداد اعظمی مصرف غذا فوق الذکر در هر ماه ۲۰۰۰ خوراک می باشد</p>	Pack برای یک نفر	1	
2	<p>Lunch: High Quality Rice (350g Cooked), Sheep Meat (Cooked) 100gm and not oily, bread 1 (200g), Mineral Water 500ML Small Bottle and seasonal Fresh Fruit (Apple, Banana, Grape) 300 gr, tea (Black or green 1 flux _ 1 Liter around 3 PM. (Food should be in disposable dishes) Maximum ceiling quantity per month will be 3,000 Packs. برنج ناز یا کفایت اعلی 350 گرام پخته، گوشت گوسفند ۱۰۰ گرام پخته بدون چربی، یک قرص نان 200 گرام پخته، یک بوتل آب معدنی ۵۰۰ ملی لیتر، و میوه تازه فصل به مقدار ۳۰۰ گرام مانند سیب، کیله، انگور و همچنان یک ترموز چای سیاه و یا سبز یک لیتره برای هر نفر در ساعت 3 بعد از ظهر (خوراک باید در ظرفهای یک بار مصرف توضع شود) تعداد اعظمی مصرف غذا فوق الذکر در هر ماه ۳۰۰۰ خوراک می باشد</p>	Pack برای یک نفر	1	
3	<p>Dinner: High Quality Rice (350g Cooked), Sheep Meat (Cooked) 100gm and not oily, bread 1 (200g), Mineral Water 500ML Small Bottle and seasonal Fresh Fruit (Apple, Banana, Grape) 300 gr, tea (Black or green 1 flux _ 1 Liter around 8 PM. (Food should be in disposable dishes) Maximum ceiling quantity per month will be 6,000 Packs برنج ناز یا کفایت اعلی 350 گرام پخته، گوشت گوسفند ۱۰۰ گرام پخته بدون</p>	Pack برای یک نفر	1	



چربی، یک قرص نان 200گرم پخته، یک بوتل آب معدنی ۵۰۰ ملی لیتر، ومیوه تازه فصل به مقدار ۳۰۰ گرام مانند سیب، کیله، انگور و همچنان یک ترموز چای سیاه و یا سبز یک لیتره برای هر نفر در ساعت 8 بعد از ظهر(بعد از نان) (خوراک باید در ظرفهای یک بار مصرف توزیع شود) تعداد اعظمی مصرف غذا فوق الذکر در هر ماه ۶۰۰۰ خوراک می باشد		
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Services to be provided under following conditions:

- 1) The company nominated focal point should be present in Zaranj Transit Center (ZTC) during the distribution;
- 2) The distribution will take place in both day and night; therefore, the presence of the focal points is mandatory in both time;
- 3) The company should avoid using disposable glasses for tea;
- 4) The company should provide disposable table clothes for each room;
- 5) IOM's representatives will check the quality and quantity of the food items prior to the distribution;
- 6) IOM's quality control committee will have surprise visits to the Zaranj Transit Center (ZTC) for checking the quality and quantity of food items;
- 7) In case of misunderstanding/ambiguity or any other type of conflict between the company's focal point and IOM's representative, the quality control committee will takeover the responsibility and find the solution;
- 8) Company's focal point does not have the right to argue with IOM's representative during the distribution. IOM will never accept low quality cooked food, in case the company tries to distribute low quality cooked food that does not meet IOM's predefined requirements, inevitably the items will be rejected by IOM representatives.
- 9) The distribution of cooked food will take place after getting IOM's representatives confirmation/approval;
- 10) Children below one year are not entitled to receive cooked food, therefore, the company will not be requested to provide cooked food to children below one year.

Required documents to be provided by restaurant along with quotation:

- a. Valid business license of restaurant
- b. During the evaluation of submitted quotes, IOM will ask the shortlisted restaurants to submit bank details by the name of their restaurant.
- c. All pages of this RFQ should be signed/stamped by restaurant.
- d. Attach copy of previous agreements your restaurant had with any other organization for the same services (if any).
- e. IOM reserves the right to award contract to one or more vendors and split Goods/Services between multiple vendors in any combination as it may deem necessary and appropriate at its own discretion and in the best interest of IOM.

Delivery time

IOM will sign Long Term Agreement (LTA) with vendor and as per release order and PO they will provide us the packed food.

Transportation facilities:

The offered price should include full delivery service at IOM Transit Center located in Zaranj City-Nimroz.

**Prices**

All prices should be in AFN inclusive all charges and taxes.

Payment

Payment should be done in AFN by Wire at the end of each month.

Validity of submitted quotation

The quotations will be valid within long term agreement end date (One Year - January to December – 2020)

Selection of the best quotation

Selection of the best quotation should be done base on lowest price quotation, which comply with minimum required specification and terms and conditions under this RFQ.

Contract/Purchase Order

For the selected best quotation, contractual obligations between IOM and selected vendor will be long term agreement.

Pre-bid Meeting:

A pre-bidding meeting will be held in the IOM Herat Sub Office on **22nd December-2019 at 11:00 AM**, where all details of the RFQ will be discussed and samples to be shown to interested restaurants. the attendance of the pre-bid meeting is mandatory.

Submission of the quotation

Quotation must be submitted in a sealed envelope on or before **24th December-2019 3:00 PM** to the following address:
IOM Project Office, Barakat Square near to Hotaki High school, Zaranj City, Nimroz, Afghanistan

The submitted quotation should include information as per requirements given in this RFQ document.

Should you need any additional information, please send us your queries in writing at iomkabulprocurement@iom.int

Regards,