REQUEST FOR QUOTATION (RFQ)

Reference No: AUAF-PROC-16-0006

Issue Date: February 16, 2016

Closing Date: March 1, 2016

PROJECT
PROVISION OF 50 KW GENERATORS (CATERPILLAR)

The American University of Afghanistan
Darulaman Road,
District 7, Kabul, Afghanistan
1. General:

The American University of Afghanistan (AUAF) is Afghanistan's only private, not-for-profit, institution of higher education, offering internationally-supported degree programs and education.

2. Project Summary:

AUAF is seeking companies or firms for provision of high quality 50 KW Generator in competitive prices to the international and national organizations within Afghanistan. All interested bidders who have similar experience in supply of Generator are invited to bid.

3. Government Withholding Tax:

Pursuant to Article 72 in the Afghanistan Tax Law effective March 21, 2009, AUAF is required to withhold "contractor" taxes from the gross amounts payable to all Afghan/International for-profit subcontractors/vendors. In accordance with this requirement, AUAF shall withhold two percent (2%) tax from all gross invoices to Afghan subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce license. For subcontractors/vendors without active AISA or Ministry of Commerce license, AUAF shall withhold seven percent (7%) "Contractor" taxes per current Afghanistan Tax Law.

Before the signing of this Agreement, the subcontractor/vendor will provide a copy of the organization's AISA or Ministry of Commerce license and TIN (Tax Identification Number). Amounts deducted from the invoices will be forwarded to the Ministry of Finance (MOF) Tax Division credited to the firm's TIN. Records of payments to the MOF shall be maintained on file with AUAF.

4. Penalty Charges

If the Vendor fails to supply the specified Goods/Services within the date stipulated, AUAF shall, without prejudice to its other remedies under the Purchase Order/Contract price, as liquidated damages, deduct a sum equivalent to five percent (5%) of the delivered price of the delayed Goods/Services for each week of the delay until actual delivery, up to a maximum deduction of Ten Percent (10%) of the Purchase Order/Contract/Contract value.

5. Source, Origin and Nationality

The vendor may not supply any goods or services manufactured in or shipped from the following countries: Cuba, Iraq, Iran, Laos, Libya, North Korea, or Syria.
6. Inspection

AUAF shall have reasonable time, after delivery, to inspect the service and goods, and to reject acceptance in not conforming to the specifications of this Purchase Order and offer. Recovery of the rejected item(s) shall be the sole responsibility of the supplier.

7. Statement of Work/Specification:

The selected vendor shall supply Generator to AUAF/PDI Jalalabad Regional Office Jalalabad Province.

Firms/companies interested to bid should provide quotation to AUAF. AUAF conduct market survey to obtain best value for money.

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price USD</th>
<th>Total Price USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Provision of 50 Kw Diesel Generator, 3 Phase, Prime (Caterpillar)</td>
<td>Each</td>
<td>01</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Grand Total

8. Evaluation Process:

The proposals will be evaluated in terms of fairness, cost-consciousness, and best value to the AUAF considering both technical and cost factors. There may be multiple awards considering the technical compliancy and low price methodology.

AUAF may reject all of the proposals submitted for good cause. AUAF may negotiate price or service provided in terms with one or more of the bidders if it feels that negotiations would improve the chances that AUAF receives a better quotation.

RFQ Conditions:

| Administrative Requirements | 1. Valid company business license under the law of country of residence.  
<p>|                            | 2. Company profile |
|                            | 2. Compliance with technical specification stated in the RFQ. |</p>
<table>
<thead>
<tr>
<th>Delivery Term (INCOTERMS 2000)</th>
<th>DDU (door to door Delivery to AUAF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivery Time</td>
<td>1-2 Weeks</td>
</tr>
<tr>
<td>Warranty</td>
<td>N/A</td>
</tr>
<tr>
<td>Payment Terms</td>
<td>20 days after receipt of the goods</td>
</tr>
<tr>
<td>Warranty</td>
<td>N/A</td>
</tr>
<tr>
<td>Validity of Quotation</td>
<td>60 days</td>
</tr>
<tr>
<td>Completeness of quotation</td>
<td>☐ Partial bids allowed</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Delivery Point</th>
<th>Procurement Department</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The American University of Afghanistan - AUAF</td>
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</table>

| Mode of Transport                | Road                              |
| Sample                           | N/A                               |

| BRT Tax                          | Applicable for as per tax law refer to point 3 above. |

9. **Quotation Submission guidelines:**
Cover Letter shall be included in proposals and signed by the person or persons authorized to sign on behalf of the bidder.

Sealed proposals should be sent by hard copy to the following address no later than 3:00 pm – March 1, 2016. **Electronic bids are not permitted.** Proposals received after the due date will not be considered further.

**Address:**
Procurement Department
The American University of Afghanistan - AUAF
Darul Aman Road, Kabul, Afghanistan
Telephone: 0794952835

10. **Questions:**
Please direct your questions via e-mail at procurement@auaf.edu.af. With cc to ffaqirzai@auaf.edu.af

11. **Others:**
AUAF as a not-for-profit educational institution expects to be charged no more than standard humanitarian agency rates.

AUAF will not pay any of the bidders’ cost of preparing their proposals under this RFQ.