

UN HABITAT AFGHANISTAN
(Re-Advertise 3rd)
REQUEST FOR QUOTATION (RFQ)

RFQ NO: UN/H/CGC/KBL/2018/0114

Title of Work:

**Paint of Special Art Acrylic Greenery Messages in 22 locations in
Kabul city UN-Habitat Afghanistan**

21 November 2018

Request for Quotation (RFQ)

RFQ Number: UN/H/CGC/KBL/2018/0114

Closing date: 28 Nov 2018, at 9:00 AM

Paint of Special Art Acrylic Greenery Messages in 22 locations in Kabul city UN-Habitat Afghanistan

1. The United Nations (UN) hereby requests your price quotation for the item(s) specified in this Request for Quotation (RFQ), which consists of this document and the following annexes:

Annex A: Price Quotation/Specification
Annex B: Technical Evaluation Criteria
Annex C: UN General Conditions

2. Quotations are required to be submitted to the UN in English language, no later than **28 Nov 2018 at 9:00 AM (Kabul Time)** (the Closing Time), by E-mail: **procurement.committee@unhabitat-afg.org**, or by hand to UN-HABITAT AFGHANISTAN Country Office at UN-Habitat Procurement Unit:
UNOCA COMPLEX Jalalabad Road, Kabul, District-9, 1054, Section D-5

Procurement Unit:

Tel: +93 (0) 791 611 161 or +93 (0) 791 611 138

Quotations received after the Closing Date and Time may be considered or evaluated only in exceptional circumstances.

3. Please note that submissions by e-tendering will be rejected.

Validity of Quotations

4. Your Quotation shall be irrevocable and remain valid for acceptance for at least 90 calendar days, commencing on the Closing Date and Time.
5. If deemed necessary by the UN, Bidders may be requested to extend the validity of their Quotations for an additional period(s), in order to finalize the solicitation process. If the extension of the validity period is accepted by a Bidder, the Bidder will not be permitted to otherwise modify or consequently withdraw its Quotation.

Evaluation Criteria and Contract Award

6. All Quotations will be evaluated, and the Quotation which is technically compliant and offers the lowest price may be selected.

6.1. The UN reserves the right, at its sole discretion, to:

Award separate or multiple Contracts for same or different elements covered by this RFQ in any combination it may deem appropriate, or only a portion of the requirements. If a Quotation is submitted on an "all or none" basis, it should be clearly stated as such;

- 6.2. Reject any or all Quotations received in response to this RFQ and negotiate with any of the Bidders in any manner deemed to be in the best interest of the UN;
- 6.3. Add new considerations, information or requirements at any stage of the process.
- 6.4. In exceptional situations, the UN may cancel this RFQ through written notification to all Bidders.

Notice of Award

7. The selected Bidder(s) will be notified in writing that the UN considers an award of the Contract. No legal obligation exists until the issuance of a Contract or Purchase Order (PO) by the UN.

8. Unsuccessful Bidders will be notified in writing, when requested by the bidder. The UN has the right to retain unsuccessful Quotations.

Unsuccessful Bidders having questions about the name of the selected Bidder(s), the Contract/Purchase Order value(s), or the reasons for non-selection of their Quotation, may contact the Procurement Officer at the email/fax number provided for submission of Quotations.

9. Any Contract or Purchase Order entered into with the successful Bidder will be subject to the UN General Conditions of Contract (UNGCC). You will find the link to the UNGCC at https://www.un.org/Depts/ptd/pdf/general_condition_goods_services.pdf. A Draft Form of Contract may also be included in this RFQ. By submitting a Quotation, the Bidder confirms that it has accessed, read, understood, agreed and accepted the UNGCC and the Draft Form of Contract, if applicable and if provided herein.

Commercial Instructions

Bidders shall provide all the required information as detailed herein, in accordance to the following terms:

10. Payment Terms. The standard UN terms of payment are net calendar days following satisfactory delivery of goods, performance of services and the submission of an invoice, whichever is later. Payment for any goods or services by the UN shall not be deemed an acceptance of the goods or services. The provisions of Incoterms 2010 shall apply to any delivery terms specified in this RFQ.

11. The UN policy is to preclude advance payments or payment by Letters of Credit. Such provisions in a Quotation will be prejudicial to its evaluation by the UN.

12. Currency. Prices may be quoted in a currency other than the US Dollar. However, for the purposes of comparison of all Quotations, the UN will convert the currency quoted in the Quotation to US Dollar in accordance with the prevailing UN Operational Rate of Exchange at the Closing Time.

13. The Contract/Purchase Order, Bidder's invoices and the UN payments will be made in the currency as originally quoted by the Bidder in their Quotation.

14. Price. The offered price should be all inclusive. If the price excludes certain fees and/or charges, the Bidder must provide a detailed list of excluded fees, with a complete explanation of the nature of those fees. Unless otherwise provided in this RFQ, the Contract or the Purchase Order shall be concluded on a Firm Fixed Price basis, and shall not be subject to any adjustment,

including the actual cost incurred by the Bidder in performing the Contract or any market price changes.

15. GSA Clause (for USA vendors only). The UN is officially eligible, under the United States Foreign Assistance Act of 1961, to receive full benefits under General Services Administration (GSA) Contracts. Accordingly, Quotation must specify whether or not items quoted by the Bidder are currently subject to GSA Federal Supply pricing and indicate the GSA Contract Number and Expiration Date, wherever applicable.

Liquidated Damages

16. Not Applicable

Miscellaneous

17. This RFQ does not commit the UN to award a Contract or to issue a Purchase Order. Any Quotation submitted will be regarded as a proposal by the Bidder and not as an acceptance by the Bidder of any proposal by the UN.

18. Bidders shall bear any and all costs and expenses related to the preparation and/or submission of a Quotation, regardless of whether the Bidder's Quotation is selected or not.

19. Bidders may find the UN Procurement Manual and the UN Financial Rules and Regulations, which are applied to this RFQ, at <https://www.un.org/Depts/ptd/pdf/pm.pdf>.

20. Vendor registration and update of information: Only vendors registered with the UN Secretariat in the United Nations Global Marketplace (UNGM) can participate in this solicitation. Vendors must be registered at the appropriate level in UNGM in order to be considered for award. In the event that a vendor fails to achieve the required registration level by the time the UN is ready to make an award, the UN reserves the right to award an alternative vendor. Vendors are responsible to ascertain their registration level at <http://www.ungm.org> and, if in doubt, contact the UN Secretariat at register@un.org. For UNGM account-related issues, please contact: registry@ungm.org. Vendors are responsible for keeping their information up-to-date in UNGM. More information can be found at <https://www.un.org/Depts/ptd/vendor-registration>.

21. Code of Conduct: By submitting a Quotation, the Bidder confirms that he/she has accessed, read, understood and agrees to comply with the UN Supplier Code of Conduct, which, amongst others, prohibits collusive bidding, anti-competitive conduct, improper assistance and corrupt practices. Bidders should refer to the UN Supplier

Code of Conduct at: https://www.un.org/Depts/ptd/pdf/conduct_english.pdf

22. The procurement of goods and/or services by the United Nations shall be in compliance with Security Council resolutions, and the rules, regulations and policies promulgated by the United Nations' principal organs.

23. If so requested, the Contractor shall furnish to the UN, within 5 business days of the UN's request, an electronic copy of the applicable price list(s) including item identification references, which shall serve as a catalogue of goods and/or services that can be ordered by the UN.

Independent Price Determination

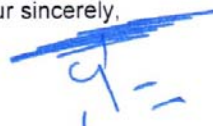
24. Consistent with the UN Supplier Code of Conduct, by submitting a Quotation, the Bidder certifies that:

- 1) the prices offered in the Quotation have been arrived at independently, without any consultation, communication, or agreement in any manner that would result in restriction of competition with any other Bidder or competitor relating to (a) those prices, (b) the intention to submit a Quotation, and/or (c) the methods or factors used to calculate the prices offered;
- 2) the prices in the Quotation have not been and will not be knowingly disclosed by the Bidder, directly or indirectly, to any other Bidder or competitor before the UN issues an award under this solicitation; and 3) no attempt has been made or will be made by the Bidder to induce any other entity to submit or not to submit a Quotation for the purpose of restricting competition.

Failure to comply with the above Independent Price Determination provisions shall result in the rejection of the Quotation(s). In addition, the UN reserves the right to exercise any other rights and remedies available to it.

We look forward to your Quotation and thank you in advance for your interest in UN procurement opportunities.

Your sincerely,



Name: Ghows Amirian

Designation: Procurement Officer, UN-HABITAT Afghanistan

Date:

Annex A

Terms of Reference (TOR) Paint of Special Art Acrylic Greenery Messages in 22 locations in Kabul city UN-Habitat Afghanistan

1. Specification and Quote

Locations for painting related to CGC Project

NO	Location	Area/ Quantity	Unit Cost USD	Total Cost USD
1	District 2 (Nahaia), Department of Physical Education and School Health opposite of Asmaee road.	50 M ²		
2	District 2 (Nahaia), Human Resource Department	90 M2		
3	District 6 (Nahaia) Khatam ul-Nabin opposite Daralaman road	60 M2		
4	District 6 (Nahaia), Qaser Daralaman (location 1)	60 M2		
5	District 6 (Nahaia), Qaser Daralaman (location 2)	60 M2		
6	District 6 (Nahaia), Qaser Daralaman (Location 3)	60 M2		
7	District 6 (Nahaia), High Office of Audit and Prosecutor's Office	7 M2		
8	District 5 (Nahaia), Wall of Masjid Shadab Zafar Blok's	10 M2		
9	District 5 (Nahaia), Wall of Masjid Shadab Zafar Blok's	37.5 M2		
10	Shaheed square front wall Abad School	8.64 M2		
11	District 15, New Ministry of interior wall	8.64 M2		
12	Shaheed square Communication Loge	3.6		
13	District 17 (Nahaia), building security office opposite Kabul - Parwan road	2.39 M2		
14	Afghan National Civil Order police wall	10.32 M2		
15	District 3 (Nahaia), Pole Koti Sangee	24 M2		
16	District 7 (Nahaia) Gulbudin house opposite Darulaman road	7.2 M2		
17	District 1 (Nahaia), Pole Artal Red Cross office wall	9.6 M2		
18	District 10 (Nahaia), Wazir Akber khan near the King dome embassy opposite of 15 street square	8.4 M2		
19	District 9 (Nahaia), Ministry of Borders and Tribal Affairs wall	9.6 M2		
20	District 9 (Nahaia), between Kabul airport road and Ahmad Shah Massoud square, beside of Azizi Plaza	10.8 M2		
21	Ministry of Woman Affairs Wall	14.4 M2		
22	District 4 (Nahaia), Woman Park Wall	19.2 M2		
	Total	119.51 M2		
	Total Cost USD			

	Provide unit rate for one (1) M2, in case we order in any new location within the city of Kabul	1.00 M2		
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PAINTING DESCRIPTION:

1. Paint: Special Art Acrylic outdoor series paint. Should with stand years in outdoor condition
2. Graffiti: Must be 100% sketched and painted as actual design as sample below:





نمای شهر پاک و سبز نشان دهنده فرهنگ عالی شهروندان است.



شهر تانرا پاک و سبز نگهدارید





(*) Prices must be all-inclusive, based on the delivery term indicated below, excluding all taxes from which the UN is exempt, as per the Tax Exemption section of the General Conditions of Contract. **Delivery Term (EXAMPLE: based on DAP Named Place of Destination - INCOTERMS 2010):**

UN-HABITAT AFGHANISTAN Country Office, Ghows Amirian, UNOCA Complex, District 9, Jalalabad Road, Kabul 1054

Payment Terms (See paragraph 12 above and confirm the standard UN payment term net 30 days): After 100% satisfactory completion of the required services.

Shipping Mode: N/A

Delivery Date: (No. of calendar days after receipt of Order)

Currency Stated in:

Vendor Comments (if any):

In compliance with this RFQ, and subject to all the conditions thereof, the undersigned, offers to furnish any or all items in accordance with the above quoted price, for the period stated in this RFQ, to be delivered to the point as specified, if the contract is awarded to.

Vendor Name and Vendor ID:

Name of the Authorized Officer:

Signature: _____

Date: _____

Email address: _____

Vendor address: _____

Mobile: _____

Important notes:

- 1) The selected service provider should be able to extend painting and art work with the same rate on pro-rata basis in any new locations within the city other than specified locations if the budget and time allows.
- 2) The interested service provider should be able to submit the detail work plan clearly identify timeline for completion of the project. Bids without clear work plan will not be assessed.
- 3) Ensure standard quality of painting, if the quality is low not acceptable, UN-Habitat has the right to request re-painting.
- 4) The bidders are requested to send their offer in their company letterhead
- 5) Only local vendor can submit quotation.

TAX EXEMPTION:

18.1 Article II, Section 7, of the Convention on the Privileges and Immunities of the United Nations provides, *inter alia*, that the United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. In the event any governmental authority refuses to recognize the exemptions of the United Nations from such taxes, restrictions, duties, or charges, the Contractor shall immediately consult with the United Nations to determine a mutually acceptable procedure.

18.2 The Contractor authorizes the United Nations to deduct from the Contractor's invoices any amount representing such taxes, duties or charges, unless the Contractor has consulted with the United Nations before the payment thereof and the United Nations has, in each instance, specifically authorized the Contractor to pay such taxes, duties, or charges under written protest. In that event, the Contractor shall provide the United Nations with written evidence that payment of such taxes, duties or charges has been made and appropriately authorized, and the United Nations shall reimburse the Contractor for any such taxes, duties, or charges so authorized by the United Nations and paid by the Contractor under written protest.

Company Seal

Annex B

Technical Evaluation Criteria

Firms interested to bid must submit written proof of meeting the following Evaluation Criteria:

Evaluation Criteria	Pass/ Fail	Org/Other Entities				
		A	B	C	D	E
1. Lowest Cost to UN	Pass/ Fail					
2. Valid license from Government of Afghanistan (copy of license to be submitted)	Pass/ Fail					
3. Previous experience (copy of profile to be submitted along with minimum five (5) samples of pervious work to be submitted)	Pass/ Fail					
4. Having operational office in Kabul	Pass/ Fail					
5. Client list must be attached for the last one (1) year with contact details.	Pass/ Fail					
6. List of technical staff must be attached with their CVs	Pass/ Fail					
7. The interested service provider is requested to submit the detail work plan clearly identify timeline for completion of the project. Bids without clear work plan will not be considered.	Pass/ Fail					

Delivery:

Effective date of the service to be started the same day PO is awarded, the service must be completed within 30 calendar days.