



**New Way Social and Development Organization  
NSDO  
(TOR) for obtaining quotation for renting vehicles  
Project Title: AWARE Project**

## **Organization Background and Project Information:**

NSDO is a development, advocacy, and humanitarian organization established in 2011 and registered with the Ministry of Economy, Government of Afghanistan. NSDO is based in Kabul, with programming hubs across the north and northeastern provinces of the country. NSDO strives to empower the vulnerable and marginalized communities suffering from the impacts of war, natural calamities, poverty, and injustice. Additionally, NSDO is also working on the idea of integrated development, which encompasses socio-economic, cultural and good governance. Community Empowerment is the core to NSDO's strategy to engage with grass-root groups and communities to address the root causes of poverty, inequalities and injustice.

## **Goal and Objectives of RFQ:**

The main purpose of this RFQ announcement is to increase the quality of required equipment services of rental vehicles for procuring and requirements for better running and operate NSDO projects in Kunduz province as well as considering transparency while collecting quotations from several vendors and proposals from different potential vendors to create positive competition and provide more opportunities to find the best vendor with offering appropriate quote as well as with high quality rental care services as per the mentioned details and acceptable price.

## **How to fill the Quotes Form?**

1. Initially, review the quote form and carefully fill ONLY the price per unit plus total of each item.
2. The quotations must fill properly unit price and total price, quote with error will disqualify by quote team.
3. Company profile and valid licence must be attached with quote form.
4. Sign and stamp the filled quote and send it in sealed envelope then send to the bellow given address within valid period of announcement, since late submission quote will not be considered by NSDO.

## **Procedures:**

The procedure is focused on analyzing of quotations by Technical Bid Evaluation committee and will select those vendors which meet the given criteria and shortly check it out the car's quality, and price and other required related matters. The winner supplier will be called for contracting and while losers will be receiving a rejection call over the phone by NSDO's procurement department. soon after closing date of this announcement all collected RFQs will analyze by committee then within 10 days the winner vendor will inform by NSDO for further process

## Selection Process:

1. The company/vendor and supplier must have at least 2-3 years experiences in supplying services and goods the governmental and non-governmental entities.
2. Fulfil properly the Quote form which is attached in bellow.
3. All required section and column must be clear and without any errors.
4. Vehicles must be in very good condition with valid licence and doc, with low and acceptable price.
5. Providing copy company profile and valid licence from Ministry of commerce or equivalent.
6. Company must have Bank account with by Company name.
7. NSDO has the right to reject following offers (open envelope, envelope without stamp on envelop supplier contact, name and purpose of offer details or submitting offer after closing date.
8. Tax will deduct from total payable amount based on Afghanistan taxation law and supplier must obey this since NSDO will deduct the tax before transferring the amount to supplier account.

## Submission:

The Interested and qualified companies should submit the hard copy of their quotes in a sealed and stamped envelope along with one copy of Licence to below NSDO office address in Kunduz till 9/April/ 2022.

NOTE: don't send your quote via mail only hard copy in sealed envelope with a copy of valid company licence is acceptable.

**NSDO's Office in KUNDUZ Province:**



House#964, infront of DoWA Kunduz, Sari-Dawra, Kunduz city, Afghanistan

## Quotation form for renting cars

NO	Particular جنس	Contract period	UNIT	Quantity	Unit Price (monthly rent cost of one car) in AFN	Total price (monthly rent cost of both cars in AFN)
1	Corolla car  Cars must be in very good condition with availability of on time driver.	One year	Monthly rent	2 Vehicle		
<p><b>NOTE: NSDO will sign one-year rental vehicle contract with Winner vender</b></p>						

Supplier Name: .....Signature ...../Stamp

Company Name .....

Date...../.../.....      Contact number:

**Quotation committee:**

Name:                      Signature:                      title:                      date:

Name:                      Signature:                      title:                      date:

Name:                      Signature:                      title:                      date: