

AUAF Request for Quotations (RFQ)

RFQ Number:	AUAF-RFQ-21-033
RFQ Title:	Provision of IT Equipment
Date of Issue:	July 07, 2021
Due Date and Time for Questions:	July 14, 2021 10:00 AM Kabul Time
Due Date and Time of Submission:	July 15, 2021 11:55 PM
Submission Email:	tender@auaf.edu.af
Questions Email:	procurement@auaf.edu.af
Please note that the Quotations Submitted after the deadline or that do not include all of the required information or documents may be rejected.	

Founded in 2006, the American University of Afghanistan (AUAF) is a private, non-profit, nationally accredited university offering an American-style liberal arts education. A dynamic university with a full time student population of over 1,000, part time student population of over 1,500, 300 plus international and national staff, AUAF is a vibrant and exciting educational environment serving the educational needs of Afghanistan.

AUAF invites you to submit a quotation/proposal following the requirements of this request. Quotations must be received by AUAF no later than the Date and Time indicated in the table above and should include all discounts available to AUAF based on its status as a non-profit and Educational Institution.

#	Equipment Name	Extended Description	UoM	Quantity	Unit Price \$	Total Price \$
1	Cisco ISR 4331-AX/K9 Router with Standard Warranty	100Mbps-300Mbps system throughput, 3 WAN/LAN ports, 2 SFP ports, multi-Core CPU, 1 service module slots, Security, MPLS, OTV, WAAS, Intelligent WAN, One, AVC	Each	4		
2	HPE ProLiant DL360 Gen10 Server with Standard Warranty	The HPE ProLiant DL360 Gen10 server delivers security, agility and flexibility without compromise. It supports the Intel® Xeon® Scalable processor with up to a 60% performance gain ¹ and 27% increase in cores ² , along with 2933 MT/s HPE DDR4 Smart Memory supporting up to 3.0 TB ² with an increase in performance of up to 82% ³ . With the added performance that HPE Persistent Memory ⁶ , HPE NVDIMMs ⁷ and 10 NVMe bring, the HPE ProLiant DL360 Gen10 means business. Deploy, update, monitor and maintain with ease by automating essential server life cycle management tasks with HPE OneView and HPE Integrated Lights Out 5 (iLO 5). Deploy this 2P secure platform for diverse workloads in space constrained environments.	Each	1		
3	Bulk UTP Cable, CAT 6 (1000 ft roll) with Standard Warranty	C2G 56019 Cat6 Bulk Cable - Unshielded Ethernet Network Cable with Solid Conductors, Plenum CMP-Rated, TAA Compliant, Blue (1000 Feet, 304.8 Meters) (Made in The USA)	Box	1		
4	Networking Rack-Open Frame (free standing to hold 6 devices), with tray with Standard Warranty	27 U/24" Depth, Network Rack, Server Enclosures, Glass Front, Vented Rear Doors	Each	2		

5	Cisco Small Business SG300-10SFP - switch - 24 ports with Standard Warranty	Cisco SG300-10SFP Switch L3 managed 8 x Gigabit SFP + 2 x combo Gigabit SFP desktop, rack-mountable, With Layer 3 switching support, the SG300-10SFP-K9-NA 10-Port Gigabit Ethernet Managed Switch from Cisco is designed to handle business applications and more. This switch comes equipped with 10 Gigabit SFP expansion slots allowing for high-speed network connection options. Cisco 300 series switch delivers the ideal combination of price, performance, and capabilities in a solution designed specifically for small businesses. Once configured, network administrators can easily manage the network using the web-based management tool along with support for CLI, Telnet, QoS, DHCP, MIB, RMON, VLAN, Syslog, and SNMP functionality for control over various aspects of the network.	Each	4		
6	Bulk UTP Cable, CAT 5e (1000 ft roll) with Standard Warranty	Dependable connections, 1000ft spool of network cable, cost-effective, high performing, lifetime warranty	Box	1		
7	Network Technician Toolkit (to include 3-in-1 crimping tool, UTP/STP wire stripper and cutter, punch-down tool, LAN cable tester, tone and probe) with Standard Warranty	All tools are fully demagnetized TO protect computer hard drive or magnetic media from damage, Slim zipper case, Reversible ratchet handle 6PCs precision screwdriver, 4x AA batteries, wire stripper, clean wipe	Box	6		
8	RJ45 Connectors (box of 100) with Standard Warranty	RJ45 8P8C Network Cable Heads For UTP Cat5 Cat5e - Designed for Solid cable Crimp on RJ45 connectors. Gold plated contacts Clear plastic housing. For Solid wire cables	Box	5		

9	RJ45 Punch-down Keystone Jack - Dual Row (box of 100) with Standard Warranty	This standard keystone jack fits any keystone wall plate, patch panel, or mounting box. The color-coded 110-type wiring schemes (568A or 568B) make termination simple.	Box	3		
10	RJ45 Inline Couplers (box of 6) with Standard Warranty	RJ45 Coupler, in Line Coupler Cat7/Cat6/Cat5e Ethernet Cable Extender Adapter Female to Female (6 Pack Black)	Box	10		
11	Cisco Business 100 Series Access Points with Standard Warranty	The Cisco Business 100 Series Access Points deliver enterprise performance in a compact form factor. Ideal for indoor Wi-Fi coverage, the Cisco Business 100 Series Access Points provide a highly secure and reliable wireless connection throughout the small business workplace.	Each	4		
Total Price (Including applicable taxes and Delivery charges)						
Place of Delivery/ Place of Performance		American University of Afghanistan AUAF				
Payment Terms		45 Calendar days after the receipt of Invoice, Successful delivery and Inspection				
By submitting a Quotation/Proposal, you are accepting all terms/conditions and requirements, coupled with agreeing to AUAF's standard provisions outlined in this Request for Quotations/Proposals and Attachments. Equivalent items will also be accepted if the quality is higher than the mentioned models and specs.						

Important Notes:

- In case there is miss calculation between unit and total price,
- The unit price will prevail. In addition to this, all items must be brand new and packaged.
- Standard warranty is also required per manufacturer.
- All equipment must operate with 220 volt.

Section 1

1. For your Quotation/Proposal to be considered, it must be valid for at least 90 days and must include all of the following:

a. Complete Vendors Information:

- Physical Address, full legal name, Business License and NID/Passport.
- Bank Account information card/inward remittance letter issued by the bank.
- Detailed information of the proposed items, for example, model, specifications and brand.
- The itemized price is offered for the needed goods and/or services, including associated costs such as shipping or custom clearance.
- If you have not provided goods and/or services to AUAF within the past 3 years, Provide contact information for at least 3 past customer references for similar work.

b. Quotation/Proposal Deadline and protocol: Quotations must be received any time before the deadline, electronically to Tender@auaf.edu.af. Please reference the RFQ number in any response to this RFQ. Quotations received after the specified date and time will be considered late and therefore will be considered only at the discretion of AUAF.

c. Delivery: The delivery location for the items described in this RFQ is the AUAF Campus on Darulaman road, Kabul, Afghanistan.

d. Taxes and VAT in Afghanistan: Prices must be quoted in a lump-sum, on an all-inclusive basis. Any taxes (including BRT taxes) or fees are not to be added later. The BRT tax must be included in the Grand Total Cost of the quotation./proposal. Offerors are required to submit their business licenses to support the 2% BRT tax. Pursuant to Article 72 in the Afghanistan Tax Law effective March 21, 2017, AUAF is required to withhold “contractor” taxes from the gross amounts payable to all Afghan subcontractors. Per this requirement, AUAF withholds two percent (2%) tax from all gross invoices to Afghan subcontractors under this agreement with an active business registration license at the time of payment. For all legal and natural persons who, without a business license or contrary to an approved by-law, provide supplies, materials, construction, and services under this contract shall be subject to seven percent (7%) fixed tax in lieu of income tax. This tax is withheld from the gross amount.

e. Preferred Currency of Quotation: Only United States Dollar (USD)

2. Quotation Submission guidelines:

A Cover Letter shall be included in quotations and signed by the person or persons authorized to sign on behalf of the vendor. A sample of the cover letter is in Section 3. Quotations can be submitted anytime but no later than 11:55 Pm 15 July 2021, local Kabul time, by soft copy to the AUAF Tender Email Address at tender@auaf.edu.af . Please mention the RFQ number in the subject of the email. Quotations must be stamped and signed by the offerors authorized individual.

3. Questions:

Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than 10:00 AM local Kabul time on July 14, 2021, by email to Procurement@auaf.edu.af. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification—and the responses thereto—that AUAF believes may be of interest to other offerors will be circulated to all RFQ recipients who have indicated an interest in submitting a quotation.

Only written answers issued by AUAF will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal information received from employees of AUAF or any other entity should not be considered as an official response to any questions regarding this RFQ.

All Information relevant to demonstrating the offerors ability to meet AUAF’s Evaluation criteria is detailed below;

4. Quotations/Proposals will be evaluated based on the following Evaluation Criteria:

The Lowest Price Technically Acceptable – AUAF will select the lowest price offered that meets the technical criteria and includes all administrative requirements.

Disclaimer: This RFQ is non-binding and in no way obligates or constitutes AUAF to award any contract. AUAF reserves the right to purchase any or all of the items requested, to adjust quantities if necessary, or to make no purchase. Firm commitment to purchase is not established until a written order is issued by AUAF. AUAF will not pay for vendors' quotation/proposal preparation costs.

If any company or individual submitting quotation in response to this RFQ is found to have offered anything of value to any member of AUAF staff, they will be disqualified from participation in this procurement and may be disqualified for any future procurements with AUAF. AUAF staff are instructed not to request or accept anything of value from companies or individuals receiving RFQ’s. If an AUAF representative asks you for any kind of incentive payment or another gift, please report it to the following email address: auafhotline@auaf.edu.af .

5. Administrative Terms and Conditions:

Administrative Requirements	Valid company business license under the law of country of residence.
Evaluation Criteria	LPTA Process
Delivery Term (INCOTERMS 2000)	DDP (Delivered Duty Paid) Delivery to AUAF
Delivery Time	Within 20 days when the PO is issued
Warranty	
Payment Terms	Within 45 days after receipt of complete invoice
Validity of Quotation	90 days after the offer deadline
Completeness of quotation.	<input type="checkbox"/> Partial bids allowed <input checked="" type="checkbox"/> Partial bids not allowed
Delivery Point	Procurement Department – AUAF Campus Procurement@auaf.edu.af

Section 2

1. Offer Checklist

To assist offerors in preparation of quotations, the following checklist summarizes the documentation to include in response to this RFQ:

- Cover letter, signed by an authorized representative of the offeror (see Section 3 for template)
- Official quotation, including specifications of equipment (see bill of quantity page 2,3 & 4)
- Copy of offeror’s registration or business license
- Bank Account Details

2. Attachments:

Offerors are required to comply and agree with all Standard Provisions attached to this RFQ and listed below:

- Annex A: Standard Provisions

3. Section

1. Offer Cover Letter

The following cover letter must be placed on letter headed paper and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:

To: American University of Afghanistan (AUAF)
AUAF Tender Email Add: tender@auaf.edu.af

Reference: AUAF-RFQ-21-033| Provision of IT Equipment

To Whom It May Concern:

We, the undersigned, hereby provide the attached quotation to perform all work required to complete the activities and requirements as described in the above-referenced RFQ. Please find our quotation attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFQ. We further certify that the below-named company—as well as the company’s principal officers and all commodities and services offered in response to this RFQ—are eligible to participate in this procurement under the terms of this solicitation.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

- We have no close, familial, or financial relationships with any AUAF staff members;
- We have no close, familial, or financial relationships with any other offerors submitting quotations/proposals in response to the above-referenced RFQ; and
- The prices in our quotation/proposal has been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

Authorized Signature: _____
Name and Title of Signatory _____
Date: _____
Company Name: _____
Company Address: _____
Company Telephone & Website: _____
Company Email: _____
Company Registration/Taxpayer ID Number: _____
Does the company have an active bank account (Yes/No)? _____
Official name associated with bank account (for payment): _____

2. SUMMARY OF RELEVANT CAPABILITY, EXPERIENCE AND PAST PERFORMANCE

Include projects that best illustrate your experience relevant to this (RFQ) or similar activities, sorted by decreasing order of completion date.

Projects should have been undertaken in the past three years (i.e.2018, 2019 and 2020).

No	Project Title and Description of Activities	Location Province/District	Client Name/Tel and Email#	Cost in US\$/AFN	Start Dates	End Dates	Completed on Schedule (Yes/No)	Subcontractor or Prime Contractor?
1								
2								
3								