

## EXPRESSION OF INTEREST: INFORMATION FOR ALL SUPPLIERS

AWEC  
AWEC Main Office  
Kart-e Chahr Street 2  
House No 1365  
Kabul Afghanistan

To Whom It May Concern:

### Expression of Interest – Information for all suppliers

**Tender Ref: AWEC-KBL-0132**

#### Vocational training (Mobile repairing kit)

AWEC is interested in the purchase of Vocational training (Mobile repairing kit), as per the attached list's specifications. A restricted National tender procedure is being conducted to identify a suitable supplier for this item.

Interested suppliers are invited to submit their completed EXPRESSIONS OF INTEREST for review. The Expression of Interest application consists of the following information that must be reviewed and completed by each applicant:

- 1. Information for all suppliers** - This document includes this letter that provides a complete summary of how to complete the Expression of Interest and how, and when to submit it.
- 2. Specifications for suppliers** – This document includes detailed specifications of the item(s) required. Suppliers must provide a detailed costing for the items listed.
- 3. Supplier form** – This document must be reviewed, signed and returned by the applying supplier. The supplier form is attached to this summary letter.
- 4. Supplier questionnaire** - To be completed by the applicant. Please provide as much information as possible. The questionnaire is attached to this summary letter.

All application documentation should be submitted in a sealed envelope. The name of the supplier and the reference number of the tender process should be written on the outside of the envelope. The deadline for the submission of completed expressions of interest is **12noon local time, 19 Sep 2016**. The expression of interest must be submitted to The Admin logistic Department, AWEC, AWEC Main Office Kart-e Chahr Street 2 Samad Wakell Street House No 1365 Kabul Afghanistan.

AWEC anticipates selection of the shortlisted suppliers during three working days.

If you have any question or need further clarification please contact on our office address, stated above or email [admin.logistic@awec.info](mailto:admin.logistic@awec.info) ; Tel: +93 (0)700169505 for technical question please call 0774144327, 0707032886

Yours truly,

Mohammad Ibrahim Zadran  
AdminLogisticcoordinator

**EXPRESSION OF INTEREST  
DOCUMENT 2: SPECIFICATION DETAILS FOR SUPPLIERS**

Item no	Item	Description	Unit	Quantity
1	Rework station	Input= AC 220V Md - 850A Power= 400watt Fuse= 4A	Each	34
2	Cutters sets,	Cutters set specially used for mobile repairing 2pcs	Each	34
3	Power supply	PY1- 1502DD Automatically ON/OFF INPUT Voltage= 110v/AC Rated current= 1Amp	Each	34
4	GandhFerozah	Solid chemical material yellow colour	Each	34
5	Migare	Analog multi meter DC voltage ranges: 0.1- 0.5- 2.5- 10- 50- 250- 1000v Sensitivity : 20k Ω/v AC Voltage range: 10- 50- 1000v	Each	34
6	Screw driver sets	Original screw driver sets of mobile 5pcs	Each	34
7	Plas sets	2pcs set	Each	34
8	Kawah original	Input: 220 power= 30watt With two extra bite and one element	Each	34
9	Pest	Yellow chemical smooth solid and liquid mix	Each	34
10	CTC	Carbon tetra cleaner chemical liquid	Each	34
11	Glue	Two side glue, glue color black	Each	34
12	Mother board holder	Steel mother board holder size 5"x 3"	Each	34
13	Anti bounder	Crystal bottle white chemical liquid	Each	34
14	Jumper wire		Each	34
15	Iemh	0.5mm solder wire	Each	34
16	Solder wire stand		Each	34
17	Pens sets	2pcs set for mobile repair used	Each	34
18	Casting opener	Steel mobile casing opener	Each	34

**DELIVERY INFORMATION: (modify information requested as required for specific tender / items)**

Delivery address:	AWEC Main Office Kart-e-Chahr Street 2 House No 1365 Kabul Afghanistan
Delivery date:	Delivery will be no later than 23 sep 2016
Transport requirements:	Supplier will be responsible for goods transportation
Packaging requirements:	
Labelling requirements:	
Quality requirements:	Supplier will provide good quality hygiene materials as per request
Government Tax	In case the Bidder is awarded the contract the tax will be deducted from the contract price according to the taxation law of Government of Islamic Republic of Afghanistan
Sampling or inspection requirements:	Supplier will provide samples of the quoted items during submission quotation to AWEC office

**PROPOSAL SUBMISSION DETAILS:**

Number of copies of the proposal required	One hard copy	
Final time and date to respond to Expression of Interest:	With tender documents	NOTE: Any Expression of Interests received after this date will not be considered
Expression of Interest opening session:	As soon as possible	Date, time and location of Expression of Interest opening (vendors are invited to attend the opening but not the evaluation)

**EXPRESSION OF INTEREST  
DOCUMENT 3: SUPPLIER FORM**

<b>Tender Ref No:</b>	
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**Complete and submit with your Expression of Interest response:**

<b>Supplier name:</b>	
<b>Contact person:</b>	
<b>Office address:</b>	
<b>Telephone number:</b>	
<b>Fax number:</b>	
<b>Email address:</b>	

**Supplier declaration:**

YES	NO	I certify that I am the official representative of the company named above.
YES	NO	I have given AWEC a copy of our company's registration document
YES	NO	I have read and understood all the requirements of AWEC's Expression of Interest.
YES	NO	I have provided the names and contact details of 3 clients who can act as referees

**Signature:**

**Date:**

**Company  
Stamp:**


**EXPRESSION OF INTEREST  
DOCUMENT 4: SUPPLIER QUESTIONNAIRE**

The information provided in response to this questionnaire will be held confidential by AWEC for use only in Supplier Evaluation and not disclosed to any outside party without your prior written consent.

Please provide the following information:

1. Name of supplier	
2. Address of supplier	
3. Contact name	
4. Telephone number	
5. Mobile number	
6. Email address	
7. Website address	
8. What are your opening hours/days?	
9. Company registration number	
10. Year of company registration	
11. Please attach company registration documentation	
12. Annual turnover of your company	
13. Number of employees in your company	
14. Name of bank	
15. Bank details	
16. What products and services do you supply?	
17. Are you able to provide samples of your goods?	
18. What warranties/repair services do you offer?	
19. What storage or stock capacity do you have?	
20. Please provide references of other aid agency customers you have supplied with goods or services.	
21. Do you have a health and safety policy?	

*It should be noted that the answers you provide to this questionnaire might influence your potential relationship with AWEC. Following completion, signature, and submission of this questionnaire any subsequent changes must be submitted to AWEC in writing immediately.*

**Declaration:** This Supplier Questionnaire has been completed in accordance with the best information available at the time of reply and all requested documentation has

been included. It is agreed that this questionnaire supersedes any previous information provided and that any serious inaccuracy in the information provided herein may subsequently be treated by AWEC as grounds for removal from this tender process.

Name:

Signature:

On Behalf of:

Position in Organisation:

Date:

**Please note: The following documents MAY also be requested during the evaluation process.**

- Brief history of organisation detailing ownership status, managerial turnover in last three years, top 5 customers and whether they are part of a consortium
- Bank statements for the past 12 months
- Policy/Code of Conduct – (including available policies on Quality Assessment, Equal Opportunities, Social Objectives, Health and Safety, Ethics, Diversity, Environmental Management, Training and Development, Labour laws)