



داریانا افغان هوایی شرکت

**ARIANA AFGHAN AIRLINES**

P.O.BOX(76)KABUL AFGHANISTAN



Islamic Republic of Afghanistan

Ariana Afghan Airlines

Administrative and Services Directorate

Procurement Department

Standard Bidding Document

(SBD)

FOR THE

PROCUREMENT OF GOODS

**FRAME WORK (ON CALL BASIS) CONTRACT**

**Catering for Dubai International AirPort – UAE**

SBD Serial Number: **(SBD-003-153 Dubai Catering)**

SBD Date: **(23-November-2020)**

Closing Date and Time of SBD: **(28-November-2020, Local Time Kabul: 09:00AM)**

Contract period: one year

Quotation Serial Number: ( )

Quotation Dated of Issue: ( )

Vendor Name: ( )

To: whom it my concern

1. Ariana Afghan Airlines has a budget allocation for the purchase of Goods reflected on schedule of item and is applying some of that allocation for the purchase of Goods for which this Request for Quotation is issued.
2. Your quotation, must be send to the following Address before closing Date:

[quotation-box@flyariana.com](mailto:quotation-box@flyariana.com)

Any quotation received later than the scheduled time will be rejected. The quotation must send with complete requested information, the quotation must be clearly marked quotation for **SBD-003-153 Dubai Catering**, and send to quotation-box email address only.

3. All quotations must be valid for a period of forty-five (45) days from the closing date of the Standard Bidding Document.
4. The quotation shall be completed and signed by an authorised representative of the Supplier.
5. In the case of any arithmetical discrepancy between the Unit Rate and the Total Amount quoted, then the Unit Rate shall prevail both for the evaluation of quotations and for the subsequent Purchase Order.
6. Depending on the final requirement, the quantities shown may increase or decrease by twenty five percent (25%) and this shall be reflected in the Purchase Order.
7. The Purchaser is not bound to accept the lowest quotation and reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
8. The Supplier should sign and stamp all SBD's pages

**Official authorised representative:**

**Name:**

**Designation:**

**Signature:**

**Date:**

**TABLE OF ITEMS AND PRICED QUOTATION**  
**FOR DESCRIPTION REFER TO DETAILS**

No	Class	Meal Type	Item Name	Code	Quantity	Price (AED)	Remark
1	crew	hot breakfast	fresh fruit appetizer 80 grms	F061926	1		1 choice
2	crew	hot breakfast	assorted desserts 4 nos joco brownie cappuccino black forest	F073758	1		4 choice
3	crew	hot breakfast	mixed pepper frittata with potato mushroom tomato pronto	F244523	1		3 choice
4	crew	hot breakfast	omelette w/creamy sweet corn shish taouk mushroom potato	F244524	1		
5	crew	hot breakfast	scrambled egg with mix peppers potato harra	F244533	1		
6	crew	hot breakfast	opera finger roll 35 gram	F110879	1		1 choice
7	crew		cheese portion processed	R060082	1		1 choice
8	crew		butter portion 10 Gm	R060167	1		1 choice
9	crew		marmalade orange portion 20 gm	R100118	1		1 choice
10	crew		yoghurt fruit 70 gm	R060021	1		1 choice
11	crew		milk fresh low fat 1L	R060019	1 LT		1.5 Lt for buss+crew
12	crew		juice orange pasteurized fresh	R170065	1 LT		Total 3 LT for buss+crew

13	crew		juice orange carot pasteurized fresh	R170067	1 LT		
14	bussines	hot breakfast	fresh fruit appetizer 80 gms	F061922	1		1 choice
15	bussines	hot breakfast	scrambaled egg with mix pepers potato harra	F244514	1		3 choice
16	bussines	hot breakfast	frittata mushroom tomato saucee shish tauk potato round	F244517	1		
17	bussines	hot breakfast	poach egg hollandaise sauce potato cupe spinach saute	F244520	1		
18	bussines	hot breakfast	cappuccino brownie 60 gm	F073749	1		1 choice
19	bussines	hot breakfast	assorted bread ciabata wholemeal hovis opera	F111552	1		4 choice
20	bussines		yoghurt fruit 70 gm	R060021	1		1 choice
21	bussines		chees portion processed	R060082	1		1 choice
22	bussines		butter portion 10 Gm	R060167	1		1 choice
23	bussines		marmalade orange portion 20 gm	R100118	1		1 choice
24	Economy	hot breakfast	fruit cocktail tin 70 gm	F061925	1		1 choice
25	Economy	hot breakfast	scrambaled egg crepe ratatouill fried potato	F244527	1		3 choice
26	Economy	hot breakfast	scrambaled egg with spinach fried hash brown	F244528	1		

27	Economy	hot breakfast	plain omelette w potato roesti saute mushroom tomato pronto	F244526	1		
28	Economy	hot breakfast	chocilate muffin 50 grms	F120393	1		1 choice
29	Economy		marmalade orange portion 20 gm	R100118	1		1 choice
30	Economy		butter portion 10 Gm	R060167	1		1 choice
31	Economy		cheese portion processed	R060082	1		1 choice
32	Economy		yoghurt fruit 70 gm	R060021	1		1 choice
33	Economy		juice mango 200ml	R170108	1		3 choice
34	Economy		juice cocktail200ml	R170107	1		
35	Economy		juice orange 200ml	R170082	1		
36	Economy		roll soft finger medium 30 gm	F110482	1		1 choice

## Vendor Directory Forum

<b>Vendor Name</b>	
<b>Primary Contact</b>	
<b>Copy of ISO</b>	
<b>AOG Phone</b>	
<b>AOG Email</b>	
<b>Address</b>	
<b>City</b>	
<b>Province</b>	
<b>Country</b>	
<b>Postal Code</b>	
<b>Telephone</b>	
<b>Fax</b>	
<b>Payment Term</b>	
<b>Payment Method</b>	
<b>Line credit</b>	
<b>Line Credit Amount</b>	
<b>Website</b>	
<b>Vendor Catalog URL</b>	
<b>Email Address</b>	
<b>Name of Supplier</b>	
<b>Special Instruction of the vendors:</b>	
<b>Signature and Stamp of Supplier</b>	
<b>Date</b>	

## **DOCUMENTATION REQUIRED WITH THE SUBMISSION OF THE QUOTATION**

The Supplier shall attach the following documents to its quotation:

1. a valid Business/trade/ commercial or AITA License;
2. ISO Certificate on civil aviation Catering field
3. a Manufacturer's Authorisation Letter (if applicable);

## **TERMS AND CONDITIONS FOR THE SUPPLY OF GOODS AND PAYMENT**

The Terms and Conditions hereinafter may only be varied with the written agreement of the Purchaser and no terms and conditions put forward at any time by the Supplier shall form any part of the Contract:

- (a) the Supplier shall not be required to submit a performance security;
- (b) The supply of the goods shall be completed within *The Lead Time which reflected on quotation* from the date of acceptance of the Purchase Order.
- (c) After completion of the supply of the goods, the Supplier shall submit an E Invoice to the billing address which reflected on the PO, and two (2) copies of custom invoice with the shipment for custom clearance of the shipment.
  - (d) payment of the Invoice shall be arranged by the Purchaser by using the following methods of the payment
    - Method A: 20 Days Credit Bases
    - Method B: Letter of Credit
    - Method C: Escrow Account
- (e) payment process of the Invoice shall be arranged by the Purchaser as well Payable Team and pay by Finance Department as per payment method reflected on article (d)
- (f) The Purchaser may, by written notice sent to the Supplier, terminate the Purchase Order, or Contract if applicable, in whole or in part at any time for its convenience:
  - (i) if the Supplier fails to deliver any or all the goods within the time period(s) specified in the Purchase Order; or
  - (ii) if the Supplier fails to perform any other obligation(s) under the Purchase Order; or
  - (iii) if the Supplier, in either of the above circumstances does not cure its failure within a period of (3) three calendar days after receipt of a notice of default from the Purchaser specifying the nature of the default(s); or
  - (iv) if the Supplier, in the judgment of the Purchaser, has engaged in any corrupt or fraudulent practices in competing for or in executing the tasks under this Purchase Order; and
- (g) The Supplier shall provide the warranty, as stipulated in the Quotation Documents, for the goods to be supplied and confirm that if any defaults are detected within the warranty period in the supplied/installed goods, the Supplier shall be bound to rectify the default or replace the goods as the case may be .
- (h) Acceptance of the purchase order by supplier is considered as signing of the contract.

## **EVALUATION OF QUOTATIONS**

### **EXAMINATION OF QUOTATIONS AND DETERMINATION OF RESPONSIVENESS**

Prior to the detailed evaluation of Quotations, the Purchaser shall determine whether each Quotation:

- (a) meets the eligibility criteria;
- (b) has been properly signed;
- (c) Is substantially responsive to the requirements of the Request for Quotations Documents.

A substantially responsive Quotation is one which conforms to all the terms, conditions, and specifications of the Request for Quotations Documents.

To evaluate a Quotation, the Purchaser shall only use all the factors, methodologies and criteria defined hereinafter, no other criteria or methodology shall be permitted:

- (a) evaluation will be done for Items or Lots;
- (b) price adjustment for correction of arithmetic errors;
- (c) price adjustment due to discounts offered;
- (d) adjustments due to the application of other evaluation criteria as follows: factors related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services; the effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of Quotations;
- (e) Adjustments due to the application of a margin of preference, if applicable.

The Purchaser's evaluation of a Quotation will exclude and not take into account:

- (a) In the case of Goods manufactured in the Islamic Republic of Afghanistan, sales and other similar taxes, which will be payable on the goods if the Purchase Order is sent to the Bidder;
- (b) in the case of Goods manufactured outside the Islamic Republic of Afghanistan, already imported or to be imported, customs duties and other import taxes levied on the imported Goods, sales and other similar taxes, which will be payable on the Goods if the Purchase Order is sent to the Bidder;

If a Quotation is not substantially responsive, it shall be rejected by the Purchaser, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

No negotiation shall be held with the lowest or any other Bidder.

A bidder shall not be required, as a condition for award, to undertake responsibilities not stipulated in the Request for Quotations Documents, to have to change its price or otherwise modify its Quotation.

## **CORRECTION OF ERRORS**

Quotations determined to be substantially responsive shall be checked by the Purchaser for any arithmetic errors. Errors shall be corrected by the Purchaser as follows:

- (a) where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern; and
- (b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern, unless in the opinion of the Purchaser there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted shall govern, and the unit rate shall be corrected.

The amount stated in the Quotation shall be adjusted by the Purchaser in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder.

Note: for all procurement process and evaluation of the project the articles of AAA procurement procedure are applicable, if this SBD didn't have clear instructions.

If you accept the terms and conditions of the SBD Please completely sign and stamp all pages of SBD accordingly.

Please attach supporting documents of your offer.

Alternative bid and procurement by items will be allowed.

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----The End-----

**Name of Bidders Representative:**

**Signature:** -----

**Stamp:** -----

**Date:**