



The First MicroFinanceBank
اولین بانک قرضه های کوچک

The First Microfinance bank (FMFB – A)

Request for Quotation

For

HP Cartridges & Canon Toners

RFQ No: HP/Toners/2022

Quotation Issue Date: 08. May .2022

First Microfinance bank –A:

The First Microfinance Bank, Afghanistan (FMFB-A) started operations in 2004 and is part of the Aga Khan Agency for Microfinance (AKAM), which has financial institutions operating in over 15 countries throughout the developing world. It is affiliated with the Aga Khan Development Network (AKDN), a group of nine development agencies working in health, education, culture, and rural economic development primarily in Asia and Africa.

The First Microfinance Bank-Afghanistan (FMFB-A) is a banking institution that started operations in 2004 and is part of the Aga Khan Agency for Microfinance (AKAM), which has invested in leveraging and inclusive financial institutions in over 15 countries through the developing world. It is affiliated with the Aga Khan Development Network (AKDN), a group of nine development agencies working in health, education, culture, and rural economic development primarily in Asia and Africa.

FMFB-A's primary objective in Afghanistan is to contribute to poverty alleviation and economic development through the provision of sustainable financial services to the poor and underserved. FMFB-A is a member of the Global Alliance for Banking on Values (GABV) – an independent network of banks using finance to deliver sustainable economic, social, and environmental development.

Submission of Quotations:

The quotation must be delivered in a sealed envelope (signed and stamped) marked with the RFQ number by no later than **23-May-2022** Kabul, Afghanistan local time to the following address:

Address: FMFB-A Head Office, Lane 8th, Kolola Pushta Road District 4, Kabul-Afghanistan

Contact number: +93 790 008 116

Email Submission

Quotations submitted by email will not be considered.

Quotation Term & Condition:

1. Update business license from authorized administration must be attached.
2. All quotations must be valid for a period of thirty days (30) days from the closing date of the Request for Quotations.
3. The quotation shall be completed and signed by an authorized representative of the Service provider.
4. There will be no public opening of quotations; 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.
5. The Service provider should furnish the documents, showing it is business registration in Afghanistan (License).
6. The price shall be quoted in AFN including all duties, taxes and other levies payable on the raw materials and components shall be included in the total price.

7. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
8. Quotation(s) not complying with these terms and conditions and the specifications, shall be treated as non-responsive and shall not be considered for further process.
9. FMFB-A will carry out inspection before delivery and after installation, in case of any deviation, it will be rejected without any kind compensation.
10. In case of delay without logical reason the delivery, FMFB-A will charge penalty as per **FMFB-A** penalty policy.
11. 2% Tax will be applicable on the companies that has valid license and 7% tax will be applicable on companies that have invalid business license.
12. All requested items shall be warranty in term of quality and in case of any issue, the toner must be replaced.
13. All the HP cartridge mark should be carved to the kit of cartridge
14. All requested HP cartridges should have Robbin

Payment term:

Payment will be made within 5 days after complete delivery of goods/service and acceptance of invoice.

List of required Items:

Item	Description	QTY	UNIT Price
1	HP Toner 49A High Quality	1	
2	HP Toner 85A High Quality	1	
3	HP Toner 05A High Quality	1	
4	HP Toner 80A High Quality	1	
5	HP Toner 26A High Quality	1	
6	HP Toner 78A High Quality	1	
7	HP Toner 53A High Quality	1	
8	Canon Toner 2318 High Quality	1	
9	Canon Toner 2520 High Quality	1	
10	HP Toner 59A High Quality	1	
	Total		

Item	Description	QTY	UNIT Price
1	HP Toner 49A Copy	1	
2	HP Toner 85A Copy	1	
3	HP Toner 05A Copy	1	
4	HP Toner 80A Copy	1	
5	HP Toner 26A Copy	1	
6	HP Toner 78A Copy	1	
7	HP Toner 53A Copy	1	
8	Canon Toner 2318 Copy	1	
9	Canon Toner 2520 Copy	1	
10	HP Toner 59A Copy	1	
	Total		

I hereby confirm to accept all terms & conditions of this RFQ & declare that there are no deviations in my quotation and it is fully complying with the Specifications requested in this quotation.

Name: _____

Position: _____

Phone # _____

Signature: _____

Company Name: _____

Please Attach your Business License