



**Islamic Republic of Afghanistan**  
**Ministry of Communication and IT (MCIT)**  
**Request for Expressions of Interest**  
**(CONSULTING SERVICES – FIRMS SELECTION)**

**Country:** Islamic Republic of Afghanistan  
**Name of Project:** Afghan-Post Mobile Application  
**Project ID:** 340112  
**Assignment Title:** Afghan-Post Mobile Application  
**Duration of Assignment:** 6 Months  
**Implementing Agency:** Ministry of Communication and Information Technology  
**Duty Station:** Afghan Post Directorate –Ministry of Communication and IT  
**Contract Type:** Lump Sum  
**Reference No.** MCIT/98/NCB/QCBS/CS-32

## **1-BACKGROUND**

### **1.0 OVERVIEW**

The “Afghan Post Mobil APP” is a GPS-based mobile application which helps people to track their packages, Parcels, small packets, registered documents and finds the closest Post office & based on the user’s current position and other information like location and more. The application should be free to download for dual-platform (Android, iOS...) from a mobile phone application store or Afghan Post website/similar services. The application should display complete history of a package based on track number and show current location with destination. The application should also facilitate the delivery process and send pop-up notification from the status of the delivery to the user. Each Post office should provide information such (Exact Location, Contact Person, Mobile number and other information using the web-portal. This information will act as the bases for the search results displayed to the user. An administrator also uses the web-portal in order to administer the system and keep the information accurate. Furthermore, the software needs both Internet and GPS connection to fetch and display results. All system information is maintained in a database, which is located on a web-server. The software also interacts with the GPS-Navigator software which is required to be an already installed application on the user’s mobile phone. By using the GPS-Navigator, users can view desired Post Office on a map and be navigated to them to see contact details, working hours and other. The application should have an option to the user for complain and other feedback. The application also has the capability of representing both summary and detailed information about the Afghan Post Services, Package Information/record history and more details requested by the user.

## **2.0 PROJECT INTRODUCTION:**

In the last decade, Internet and Smartphone users have increased rapidly. This leads much simplicity on people's life in terms of communication. However, there are also some concepts that could not be resolved yet. Afghanistan Post has a large number of customers that tackle with many problems daily. Afghanistan Post would like to reach almost every customer and provide facilitation to them regard packages, Parcels, small packets, registered documents. Mobile application is one of the portals to reach our customers and solve many of their problems through. In addition, as of now our customers has to visit Afghan Post central office for sending their packages, Parcels, small packets, registered documents where many of them do not have prior information about the rates, packaging and other. This mobile application will be a bridge of information assisting every customer in aspect of tracking packages, Parcels, small packets, registered documents, view rates, office locations, shipment details and other. In this mobile application our focus on our customers to help them with every single problem.

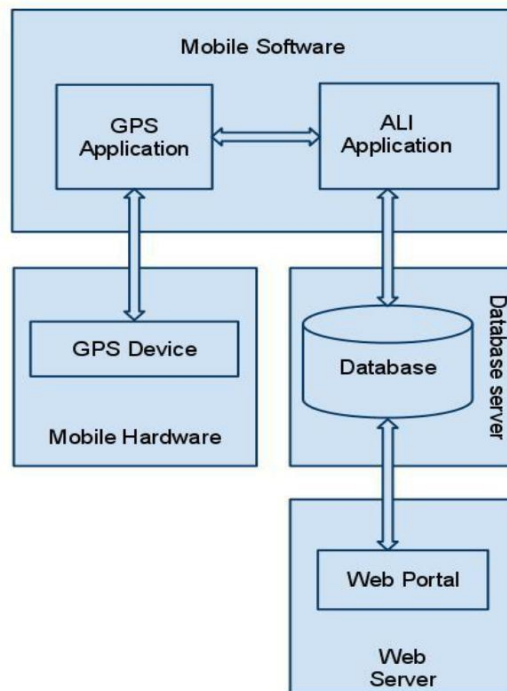
### **- Application perspective**

This system will consist of two parts: one mobile application and other web portal the content management system. The mobile application will be used for tracking parcels and show nearest delivery post station in addition present information history of the package. However, the CMS (content management system) will be used to update the content and information on the application. The expected mobile application shall display complete information about postal services, working hours, events offers and other. In addition, application shall give options to the user to check prices for parcel according to the weight and destination country. The functionality summary list is added in end of the TOR. The mobile application will need to communicate to a GPS application within the mobile phone, which in turn communicates with a physical GPS device to find the location of the user, see Figure 1. The GPS will provide the mobile application with locations of both the user and the post office and the distance between them, but it will also provide maps and the functionality to display the application's data on the map.

The functionality provided by the GPS will be embedded into the application in order for the user to be able to use the functions in the application in a seamlessly manner.

Since this is a data-centric product it will need somewhere to store the data. For that, a database will be used. Both the mobile application and web portal(CMS) will communicate with the database, however in slightly different ways. The mobile application will only use the database to get data while the web portal will (CMS) also add and modify data. All of the database

### 3.0 OBJECTIVES OF THE ASSIGNMENT



- To develop mobile application within the latest technology, cross platform both Android and iOS
- To facilitate tracking of packages, Parcels, small packets, registered documents
- To Register and add address of all postal offices from both central and provincial into Google Map
- To provide details information regard postal services in Afghanistan
- To assist customers finding nearest postal location
- To help customers on postal services related quires
- To collect customer's opinions about postal services
- To provide update information to customers
- To provide rating information based on user input and destination information
- To provide push notification regard movement of the parcel from one destination to another

### 3-SCOPE OF SERVICES

The “Afghan Post Mobil APP” is a GPS-based mobile application which helps people to track their packages, Parcels, small packets, registered documents and finds the closest Post office & based on the user’s current position and other information like location and more. The application should be free to download from a mobile phone application store, Afghan Post website or similar services. The application should display complete history of a package based on track number and show current location with destination. The application should also facilitate the delivery process.

Each Post office will provide information such as (Exact Location, Contact Person, Mobile number and other information using the web-portal. Location of the Post Offices should be register in Google map by Consultant. This information will act as the bases for the search results displayed to the user. An administrator also uses the web-portal in order to administer the system and keep the information accurate.

Furthermore, the software needs both Internet and GPS connection to fetch and display results. All system information is maintained in a database, which is located on a web-server. The software also interacts with the GPS-Navigator software which is required to be an already installed application on the user’s mobile phone. By using the GPS-Navigator, users can view desired Post Office on a map and be navigated to them to see contact details, working hours and other. The application also has the capability of representing both summary and detailed information about the Afghan Post Services, Package Information/record history and more details requested by the user. Consulate shall provide training for 200 employees of Post in different sessions.

For further information on the objectives of the assignment, you can access the ToR under the above mentioned assignment title and reference number on the website: <https://mcit.gov.af>

### 3-Qualification Requirements/Short listing Criteria

Ministry of Communication and Information Technology, now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the services described under paragraph 3 above. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The short listing criteria are:

- i. The Consultant should be registered legal entity and should have been in business for the last 5 years in providing consultancy services of similar assignment.. The consultant should provide a copy of the business license with its EOI.
- ii. The consultant should not be in loss for the last [5] years. Consultant shall demonstrate having sound financial situation by submitting audited financial reports or any other credible financial documents for last [5] years( **4,800,000 Four Million and Eight Hundred Thousand AFS)(2018-2017-2016-2015 and 2014 )**
- iii. The consultant shall provide proven experiences of having executed at least [1] contract of similar nature and complexity during last [5] years with the value of (**2,600,000 Two Million and Six Hundred Thousand AFS**). The consultants are required to provide copy of the contract with their EOI.

*The Consultant while describing the assignment(s) should furnish the following details:*

- *Consultant should explain in what way the executed assignment(s) was/were similar in nature to the current assignment and also indicating the input of key experts provided for the same*
- *The Consultant should explain the exact role played by the Consultant in the assignment if the assignment was carried out in association with other firms as JV or in sub-consultancy for carrying out the assignment.*

*{Criteria ii&iii of above are indicative; the procuring entity can set short listing criteria differently if required}*

- iv. **The lead partner is required to be identified clearly** and state the composition and nature of their association (JV/Sub- Consultant) in their EOI. In case of JV, the following minimum requirement shall be fulfilled :
- v. **Lead Partner :** Shall meet at least 60% of the shortlisting criteria for annual turnover and experiences requirement defined under part 3 above (**Qualification Requirement /Shortlisting Criteria** ) and paragraphs(b) and (c) respectfully .
- vi. **JV Partner :** Shall meet at least 25% of the shortlisting criteria for annual turnover and experiences requirement defined under part 3above (**Qualification Requirement /Short listing Criteria** ) and paragraphs(b) and (c) respectfully

**vii.Consultant having some regional experience is desirable**

- viii. The consultant is not black-listed by Government of Afghanistan.
- ix. Declaration by the Consultant that the consultant does not have any conflict of interest in terms of taking any assistance / support from individual / firm / consultants who have been part of the Project consultancy or the procurement process.
- x. Declaration by the Consultant that the information furnished in EoI is correct and for any misrepresentation detected at any stage of selection process or during execution of the resultant contract if successful, the Consultant to be taken up under the Laws of Afghanistan.
- xi. The EOI with all details should, preferably, not exceed 40 pages in total.

**2- Legal References**

The attention of interested Consultants is drawn to ‘Chapter 4 - Process of Request for Proposal’ of “Rule of Procurement Procedure” issued by Government of Islamic Republic of Afghanistan. The consultants are also required to maintain high standard ethics throughout the procurement process. The Consultants’ attention is also drawn to Article 16 of Afghanistan Public Procurement Law for compliance. The consultants can download the Public Procurement Law and Procedure from: [www.npa.gov.af](http://www.npa.gov.af)

**3- Method of Selection**

A Consultant will be selected in accordance with the **Quality and Cost Based Selection (QCBS)** set out in Rule 59 of Procurement Procedures.

#### **4- Submission of EOI**

Expressions of interest as per Annexure 'A' attached must be delivered in a written form to the address below ([Hussain.adil@mcit.gov.af](mailto:Hussain.adil@mcit.gov.af)) by **3<sup>rd</sup> Mizan, Wednesday 10:00 am Kabul Local Time** Further information in respect to this REOI can be obtained at the address below by email or in person during office hours [08:00-04:00 Hours].

#### **Attention:**

*Ghulam Hussain Adil*

*Head Of procurement*

Name of the Procuring Entity: Ministry of Communication and IT (MICT)

Address: 14TH Floor Procurement Department, Ministry of Communication and IT  
Mohammad Jan Khan Watt, Kabul –Afghanistan

Email: [[Hussain.adil@mcit.gov.af](mailto:Hussain.adil@mcit.gov.af)]

Website: <https://mcit.gov.af/> and [www.ageops.net](http://www.ageops.net).

The ToR is accessible through direct link: <https://mcit.gov.af/>, Arman Milli and NPAsite.

## ANNEXURE 1: FORMAT FOR EXPRESSION OF INTEREST

The expression of interest in English language must be submitted as per the following format:  
*{Note: In case documents submitted are in any language other than English, the consultant should submit a self-certified copy of the translated document in English (along with originals).}*

**SECTION 1:** Organization Details (In case the EoI is being submitted as a Joint Venture/Sub-Consultant, the information has to be submitted for the Lead Partner as well as other members of the Joint Venture separately/Sub-Consultant.)

<b>Part 1: Organisation Detail</b>		
I.	Name of the Organization	
II.	Details of the Organization	<ul style="list-style-type: none"> <li>• Address of the Registered Office:</li> <li>• Telephone:</li> <li>• Facsimile:</li> <li>• Website:</li> </ul>
III.	Information about Organization	<ul style="list-style-type: none"> <li>• Year of Establishment:</li> <li>• Status of the Organization: (Public Ltd./Private Ltd./LLP etc.)</li> </ul>
IV.	Name and designation of the person authorized	<ul style="list-style-type: none"> <li>• Name</li> <li>• Designation</li> <li>• E-mail</li> <li>• Contact Number</li> </ul>
V.	Number of Personnel	<ul style="list-style-type: none"> <li>• Total employee strengths on the payroll of the company as on (specify the date)</li> <li>• Number of qualified technical personnel on its</li> </ul>

		payroll or panel working in the area of (specify the area)
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**Part 2** EOI Respondent firm needs to mention its core business areas and any other relevant details / experience in a descriptive format. EOI Respondent firm needs to mention its Technical and managerial capability for executing the scope of services.

**Please provide a response with details in not more than 3 pages**

**SECTION 2:** Documents to be submitted

	<b>Information to be provided</b>	<b>Documentary Evidence to be Provided</b>	<b>Page number as part of Annexure</b>
1	Firm must be registered legal entity. Information on their status as a legal entity and submit relevant supporting documents. (In case of JV, it should be met by the lead Partner but need to be submitted for other JV Members/Sub-consultant also)	Copy Certificate of Incorporation issued by relevant authority in country of establishment	
2	The consultant shall demonstrate having sound financial situation by submitting audited financial reports or any other credible financial documents for last [3] years		



	<b>Information to be provided</b>	<b>Documentary Evidence to be Provided</b>	<b>Page number as part of Annexure</b>
3	<p>The Consultant shall provide proven experiences of having executed one contract during last [5] years of similar assignment (comprising of completed or on-going projects) which should showcase the expertise/ strength of the consultant for undertaking such assignments. In case of a JV only the firm meeting not less (40) % of the shortlisting criteria shall act as the Lead Partner of the JV. The lead partner needs to be identified in JV agreement or intention of forming JV to be submitted with the EoI. Other member(s) of JV need to meeting not less (25) % of the shortlisting criteria. The figures for each of the partners of a JV shall be added together to determine the consultant's compliance with the shortlisting criteria.</p> <p>The information in regard to the experience also need to be submitted for other JV Members/Sub-</p>	<p><i>Details of the experience should be submitted as per format in Section 3 along with the following documents:</i></p> <p>For completed projects :</p> <ol style="list-style-type: none"> <li>1. Copy of Contract(s)</li> </ol> <p>For On-Going projects :</p> <ol style="list-style-type: none"> <li>1. Copy of Contract</li> <li>2. Copy of the letter from authorised client representative / Self-Certified declaration by authorized Signatory of the EoI Respondent Entity stating that scope of services completed till date along with payment realised for the project.</li> </ol> <p>Please note:  <i>The credentials cited under this must have been executed by the EoI Respondent or the JV partner and not its parent/child company</i></p>	

	<b>Information to be provided</b>	<b>Documentary Evidence to be Provided</b>	<b>Page number as part of Annexure</b>
	consultant as separate statements)		
4	The details of the Consultant's regional experience if any.	List the Contracts executed with details such as contract number, the client detail, period of the contract, value of the contract, brief about the assignment etc.	
5	Other relevant documents	i. Declaration that the firm is not black-listed by any Government agencies in Afghanistan ii. Declaration that the consultant does not have any conflict of interest in terms of taking any assistance / support from individual / firm / consultants who have been part of the Project... .....consultancy or the bid publication process. iii. Declaration by the Consultant that the information furnished in EoI is correct and for any misrepresentation detected at any stage of selection process or during execution of the resultant contract if successful, the Consultant to be taken up under the Law of the Land.	

**SECTION 3:** Format for furnishing details of Credentials / Past Experiences for projects as at Sl. No. 3 of Section 2. The information need to be furnished as per the Format below for each credential.

The project citation should be a maximum of 2 pages per credential/project along with documents as mentioned under Sl. No. 3 of Section 2 (above). The citation need to be furnished for each credential.

Assignment name:	Country:  Location within the country
Name of Client:	Address:

Name of the Legal Entity in whose name the contract is:	Duration of assignment (months):
No. of man month of the assignment:	Start date (Month/year): Completion date (Month/year):
Approx. value of the overall contract (in USD):	Approx. value of the services provided by your firm under the contract (in USD):
Name of associated organizations, if any:	Role of Consortium member:
Narrative description of the Project:	
Detailed Scope of services, coverage of the project: <ul style="list-style-type: none"> <li>• <i>Consultant should explain in what way the executed assignment(s) was/were similar in nature to the current assignment and also indicating key experts input for the assignment(s) including their qualifications and experience (CVs of such key staff are not required to be attached)</i></li> <li>• <i>The Consultant should explain the exact role played by the Consultant in the assignment if the assignment was carried out in association with other firms as JV or in sub-consultancy for carrying out the assignment.</i></li> </ul>	
Relevance of Project to the current scope (i.e. relevant project components in detail)	

Details of the impact of the project for the client:

Copy of Contract(s)?

YES / NO

Copy of certificate from the client with explicit information to meet the specific requirement of the criteria attached?

YES / NO

Copy of self-certificate with explicit information to meet the specific requirement of the criteria attached?

YES / NO