

TENDER NOTICE

No. EA/02-05-2025

Catering Services for Employees inside Etisalat Main Office “Subsidized Canteen in Etisalat Main Office”

Offers are invited from companies of repute or their authorized agents for **“Providing of Catering Services for Employees inside Etisalat Main Office”** according to Etisalat Afghanistan Scope of Work as per RFP. Bid Documents are available in Etisalat head office and can be obtained from “Director Procurement”, Foreign Companies from outside of Afghanistan and Local Companies can submit their offer by email or in sealed envelope to Etisalat Main Office, Ihsan Plaza Share Now.

2. Proposal can be submitted in sealed envelope to Etisalat Afghanistan Main Office Ihsan Plaza, Shahr-e-Naw Kabul or can be shared through email (kshinwari@etisalat.af) by

24 Nov 2025. Sealed bids shall be submitted in envelope marked as **Providing of Catering Services for Employees inside Etisalat Main Office**” Or if you are sharing through email please clearly indicate **Providing of Catering Services for Employees inside Etisalat Main Office**” on the subject line of your email.

3. Offer received after the above deadline shall not be accepted.

4. Etisalat Afghanistan reserves the right to accept or reject any or all bids and to annul the bidding process at any time, without thereby incurring any liability to the affected bidder(s) or any obligations to inform the affected bidder(s) of the grounds for Etisalat Afghanistan action.

5. All correspondence on the subject shall be addressed: Khayal Mohammad Shinwari, Senior Analyst Procurement & Contracts, Email; kshinwari@etisalat.af, Phone: 0781204948.

6. The Bidder should register their Company with Etisalat Afghanistan (EA) before submission of their proposal and it is mandatory. Please download the vender registration form (VRF) from EA Website (www.etisalat.af/tender) and submit the signed and stamped VRF along with below required documents to EA Procurement Department or can be share via email as well.

7. Registration Documents: 1- Signed and stamped VRF 2- Company Profile 3- Business License 4- President and Vice President ID Cards/Tazkira Copies 5- Article of Association

اساس نامه

Ihsanullah Zirak

Director Procurement & Contracts

Ihsan Plaza, Shar-e-Naw Etisalat Afghanistan

E-mail: ihsanullah@etisalat.af

Scope of Work

- Providing food services through subsidized canteen for employees inside Etisalat Main Office as per the conditions below.

Conditions:

- Hygiene of the canteen and food with Good quality food considering hygiene and healthy ingredients.
- The prices should be reasonable and affordable.
- Restaurants/Catering Services should provide their list of meals/menu.

Etisalat Responsibility:

Etisalat shall provide space, electricity free of cost (FOC) for establishing canteen.

- All the prices should be quoted in Afghani currency only.
- Prices shall be final and valid for 60 days from the date of submission of offers/proposals.
- Etisalat Afghanistan no responsibility for any applicable taxes.
- Vendors/Restaurants are free to submit their quotations in any format, However the Pricing sheet shall remain as it is, and the instructions shall be printed, signed, stamped and attached to the proposal.
- The payment shall be made by employees/staff individually.
- For more details, please visit the Etisalat Office, Procurement department.
- Etisalat may sign the contract for a period of two years.

Contractor Responsibility

- a) The Contractor should submit the security clearance for all his staff working inside Etisalat Afghanistan main office to Admin or Security section.
- b) The Contractor shall be solely responsible for any problem arising from his staff and goods inside Etisalat Afghanistan office. Any damages or cost arising from contractor or his staff to Etisalat, contractor shall be responsible and shall bear the cost and damages.

- c) The Contractor shall maintain hygiene & cleaning of their working area and ground floor. Etisalat shall only provide space to the Contractor in its main office; the Contractor shall keep the property and the space clean and shall not make any variation/alteration to it except with the written consent of Etisalat.
- d) The Contractor shall maintain minimum 60% Etisalat staff satisfaction for hygiene; cleaning and quality of foods otherwise Etisalat has the right to terminate this contract any time without any notice.
- e) The Contractor shall maintain best quality of foods inside the canteen.
- f) The Contractor shall hand over the property to the Etisalat in the same condition as it has received in the end of the Contract period.
- g) All movement of contractor equipment and staff shall be closely coordinated with Etisalat Afghanistan administration department or security department.
- h) Etisalat Afghanistan will provide free space & electric power for working inside Etisalat office.

Price Schedule - Annexure-A

S. N	Menu	Price - AFN
1	To be Proposed by Restaurant/Vendor	

The following Information Must be submitted with your offer

Bidder Contact Details	
Bidder Name	
Bidder Address	
Bidder Email Address	
Bidder Phone Number	
Bidder Contact Person Name	
Bidder Contact Person Phone No	
Bidder Contact Person Email Address	
Bidder Registration License Number	
License Validity	
TIN Number /Tax Number	