

ISLAMIC IMARETS OF AFGHANISTAN
ARIANA AFGHAN AIRLINES
STANDARD BIDDING DOCUMENTS
(SBD)
FOR INSURANCE SERVICE PROVIDER



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Section I - Instructions to Bidders

A. General

1- Scope of Bid

1-1-Ariana Afghan Airlines is looking to have a one-year fixed price contract with a reputable and experienced insurance service provider, it is required that insurance service provider shall have enough sources to run the related works in timely manner with expected quality.

1-2-In order to achieve the goal of providing quality services to valuable travelers, and follow the standard practices, Afghan Ariana Airlines has issued this standard bidding document to the insurance service provider, and will select a valuable insurance service provider.

2- Throughout this bidding document:

- A) the term “in writing” means communicated in written form (e.g. by mail, e-mail, fax, including if specified in the SBD, distributed or received through the electronic- system used by the Ariana Afghan Airlines) with proof of receipt;
- B) Day” means calendar day, unless otherwise specified as “Business Day”. A Business Day is any day that is an official working day.
- C) The winning bidder is expected to provide standard services to Ariana and increase the company's revenue.
- D) SBD Means standard Bidding Documents.

3- Eligible Bidders:

- A- IATA-licensed and experienced Travel agent or companies are eligible to apply.
- B- A Bidder shall not have a conflict of interest. Any Bidder found to have a conflict of interest shall be disqualified.

B. Contents of Bidding Document

4- Sections of Bidding Document:

4-1-The bidding document consists of the following sections indicated below:

- I. Section I - Instructions to Bidders (ITB)
- II. Section II – TOR
- III. Section III - Evaluation and Qualification Criteria
- IV. Section IV - Bidding Forms
- V. Section V - Fraud and Corruption
- VI. General Sales and Services Agency Agreement.

4-2-The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding document and to furnish with its Bid all information or documentation as is required by the bidding document.

5- Clarification of Bidding Document:

5-1-A Bidder requiring any clarification of the bidding document shall contact Ariana Afghan Airlines in writing at Ariana Afghan Airlines’s address specified **in the SBD**. Ariana Afghan Airlines will respond in writing to any request for clarification, provided that such request is received prior to the deadline for submission of Bids.

6- Amendment of Bidding Document:

6-1-At any time prior to the deadline for submission of Bids, Ariana Afghan Airlines may amend the bidding document by issuing addenda.

6-2-Any addendum issued shall be part of the bidding document and shall be also promptly publish the addendum on the Ariana Afghan Airlines 's web page. Link: <https://www.flyariana.com/Corp/Tenders>

6-3-To give prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, Ariana Afghan Airlines shall extend, as necessary, the deadline for submission of Bids.

C- Preparation of Bids:

7- Cost of Bidding:

7-1-The Bidder shall bear all costs associated with the preparation and submission of its Bid, and Ariana Afghan Airlines shall not be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

8- Language of Bid:

8-1-The Bid as well as all correspondence and documents relating to the Bid exchanged by the Bidder and Ariana Afghan Airlines shall be written in English **language**. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages into the English language.

9- Documents Comprising the Bid:

9-1-The Bid shall comprise the following:

- a) **Signed and stamped SBD:**
- b) **Alternative Bid:**
- c) **Authorization:** written confirmation authorizing the signatory of the Bid to commit the Bidder.
- d) **Qualifications:** documentary evidence establishing the Bidder's qualifications to perform the Contract if its Bid is accepted.
- e) **Bidder's Eligibility:** documentary evidence establishing the Bidder's eligibility to Bid;
- f) **Conformity:** documentary evidence, that the Services conform to the bidding document; and any other document required **in the SBD**.

10- Letter of Bid and Activity Schedule:

10-1- The Letter of Bid and pricing shall be prepared using the relevant Table furnished in SBD. The Table must be completed without any alterations to the text, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

11- Alternative Bids:

11-1- Unless otherwise indicated **in the SBD**, alternative Bids shall not be considered. If alternatives are permitted, only the technical alternatives, if any, of the Most Advantageous Bidder shall be considered by the Ariana Afghan Airlines.

11-2- Bidders are permitted to submit alternative technical solutions for specified parts of the Services.

12- Bid Prices and Discounts:

12-1- The prices and discounts (including any price reduction) quoted by the Bidder in the Letter of Bid and in the Activity Schedule(s) shall conform to the requirements specified below.

12-2- The Bidder shall quote any discounts and indicate the methodology for their application in the Letter of Bid.

12-3- The Bidder shall fill in Price Table for the Passenger and Cargo described in the Table of Specifications.

13- Currencies of Bid and Payment:

13-1- The currency of the Bid and the currency of payments shall be the same. and is USD.

14- Documents Establishing Conformity of Services:

14-1- To establish the conformity of the Services to the bidding document, the Bidder shall provide valid certificate of IATA and their company quality manual and procedure with the copy of ISO certificate.

15- Documents Establishing the Eligibility and Qualifications of the Bidder:

15-1- To establish Bidder's their eligibility, Bidders shall complete the Letter of Bid, included, Bidding Forms.

15-2- The documentary evidence of the Bidder's qualifications to perform the Contract if its Bid is accepted shall establish to the Ariana Afghan Airlines 's satisfaction that the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

15-3- Based on TOR All Bidders shall provide, Bidding Forms, a preliminary description of the proposed methodology, and work plan.

16- Period of Validity of Bids:

16-1- Bids shall remain valid until the date specified in the SBD or any extended date if amended by the Ariana Afghan Airlines. A Bid that is not valid until the date specified in the SBD, or any extended date if amended by the Ariana Afghan Airlines, shall be rejected by the Ariana Afghan Airlines as nonresponsive.

16-2- In exceptional circumstances, prior to the date of expiration of the Bid validity, the Ariana Afghan Airlines may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing.

17- Bid Security:

17-1- There *is no need* for bid security for this Project. Acceptance of this SBD shall act as Declaration Letter.

17-2- Contract performance guaranty will request before signing of the contract

18- Format and Signing of Bid:

18-1- The Bidder shall send the documents comprising the Bid as described in SBD, to the email address specified on SBD. In the event of discrepancy between printed documents and email attachments, the email and their attached documents which will be in PST file shall prevail.

18-2- Bidders shall mark as "CONFIDENTIAL" information in their Bids which is confidential to their business. This may include proprietary information, trade secrets, or commercial or financially sensitive information.

18-3- Any inter-lineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Bid.

18-4- The original and all copies of the Bid shall be typed and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the SBD and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or

printed below the signature. All pages of the Bid where entries or amendments have been made shall be signed or initialed by the person signing the Bid.

D. Submission and Opening of Bids:

19- Sealing and Marking of Bids:

- The Bidder shall send the Bid only to the following email address
bitting-box@flyariana.com
- The bidder should not send his bid without the address introduced to other addresses of the company.
- In order to consider the confidentiality and premature readout of the offer, the bidder should not send his bid to other addresses of the company without the introduced address. Otherwise, it will be the responsibility of the sender of the Bid.

20- Deadline for Submission of Bids:

- 20-1- Bidders have only one option for the submitting their Bids which is by email only.
- 20-2- Bidders should consider the size of the attachments and if the size of the attachments was more than the allowed limit of the email, divide it into several parts and send them with separate emails under one title.
- 20-3- Ariana Afghan Airlines may, at its discretion, extend the deadline for the submission of Bids by amending the bidding document, in which case all rights and obligations of the Ariana Afghan Airlines and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

21- Late Bids:

- 21-1- Ariana Afghan Airlines shall not consider any Bid that arrives after the deadline for submission of Bids, Any Bid received by the Ariana Afghan Airlines after the deadline for submission of Bids shall be rejected.

22- Withdrawal, Substitution and Modification of Bids:

- 22-1- A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice, duly signed by an authorized representative.
- 22-2- No Bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of Bids and the date of expiry of the Bid validity specified by the Bidder on the Letter of Bid or any extended date thereof.

23- Bid Opening:

- 23-1- The Bid opening meeting will be held in the presence of the Bid opening committee members in accordance with the company's procurement procedures.
- 23-2- on the date and time specified in SBD the e-mail box will be opened and all received bids will be downloaded in the tender box and will readout and printed.

E. Evaluation and Comparison of Bids

24- Confidentiality:

- 24-1- Information relating to the evaluation of Bids and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with the Bidding process until information on the Intention to Award the Contract is transmitted to all Bidders.
- 24-2- Any effort by a Bidder to influence the Ariana Afghan Airlines in the evaluation or contract award decisions may result in the rejection of its Bid.
- 24-3- from the time of Bid opening to the time of Contract Award, if any Bidder wishes to contact the Ariana Afghan Airlines on any matter related to the Bidding process, it should do so in writing.

25- Clarification of Bids:

- 25-1- To assist in the examination, evaluation, and comparison of Bids, and qualification of the Bidders, Ariana Afghan Airlines may, at its discretion, ask any Bidder for clarification of its Bid including breakdowns of the prices, and other information that the Ariana Afghan Airlines may require. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Ariana Afghan Airlines shall not be considered. The Ariana Afghan Airlines 's request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Ariana Afghan Airlines in the evaluation of the Bids.
- 25-2- If a Bidder does not provide clarifications of its Bid by the date and time set in the Ariana Afghan Airlines 's request for clarification, its Bid may be rejected.

26- Deviations, Reservations, and Omissions:

- 26-1- During the evaluation of Bids, the following definitions apply:
 - A) "Deviation" is a departure from the requirements specified in the bidding document;
 - B) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the bidding document; and
 - C) "Omission" is the failure to submit part or all of the information or documentation required in the bidding document.

27- Determination of Responsiveness:

- 27-1- The Ariana Afghan Airlines 's determination of a Bid's responsiveness is to be based on the contents of the Bid itself, as defined in **ITB 12**.
- 27-2- A substantially responsive Bid is one that meets the requirements of the bidding document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:
 - (a) if accepted, would:
 - (i) affect in any substantial way the scope, quality, or performance of the Non-Consulting Services specified in the Contract; or
 - (ii) limit in any substantial way, inconsistent with the bidding document, the Ariana Afghan Airlines 's rights or the Bidder's obligations under the Contract; or

(b) if rectified, would unfairly affect the competitive position of other Bidders presenting substantially responsive Bids.

27-3- Ariana Afghan Airlines shall examine the technical aspects of the Bid, to confirm that all requirements of **Section VII (TOR)**, Ariana Afghan Airlines 's Requirements have been met without any material deviation or reservation, or omission.

27-4- If a Bid is not substantially responsive to the requirements of bidding document, it shall be rejected by the Ariana Afghan Airlines and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

28- Nonconformities, Errors and Omissions:

28-1- Provided that a Bid is substantially responsive, Ariana Afghan Airlines may waive any nonconformities in the Bid.

28-2- Provided that a Bid is substantially responsive, Ariana Afghan Airlines may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Requesting information or documentation on such nonconformities shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

28-3- Provided that a Bid is substantially responsive, Ariana Afghan Airlines shall rectify quantifiable nonmaterial nonconformities related to the Bid Price. To this effect, the Bid Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component by adding the average price of the item or component quoted by substantially responsive Bidders. If the price of the item or component cannot be derived from the price of other substantially responsive Bids, Ariana Afghan Airlines shall use its best estimate.

28-4- Provided that a Bid is substantially responsive, Ariana Afghan Airlines shall rectify quantifiable nonmaterial nonconformities related to the Bid Price.

29- Correction of Arithmetical Errors:

29-1- Provided that the Bid is substantially responsive, Ariana Afghan Airlines shall correct arithmetical errors on the following basis:

29-2- Provided that the Bid is substantially responsive, Ariana Afghan Airlines shall correct arithmetical errors on the following basis:

- A) if there is a discrepancy between the unit price and the line-item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line-item total shall be corrected, unless in the opinion of Ariana Afghan Airlines there is an obvious misplacement of the decimal point in the unit price, in which case the line-item total as quoted shall govern and the unit price shall be corrected;
- B) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- C) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

29-3- Bidders shall be requested to accept correction of arithmetical errors. Failure to accept the correction in accordance with ITB 32.1, shall result in the rejection of the Bid.

30- Conversion to Single Currency:

30-1- For evaluation and comparison purposes, the currency(ies) of the Bid shall be converted in a single currency which is **USD**.

31- Margin of Preference:

31-1- A margin of preference shall not apply.

32- Evaluation of Bids:

32-1- Ariana Afghan Airlines shall use the criteria and methodologies listed in this SBD and, Evaluation and Qualification Criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies, Ariana Afghan Airlines shall determine the Most Advantageous Bid. This is the Bid of the Bidder that meets the qualification criteria and whose Bid has been determined to be:

- A) substantially responsive to the bidding document; and
- B) the lowest evaluated cost.

32-2- In evaluating the Bids, Ariana Afghan Airlines will determine for each Bid the evaluated Bid cost by adjusting the Bid price as follows:

- A) price adjustment for correction of arithmetic errors.
- B) price adjustment due to discounts offered.
- C) converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency.
- D) price adjustment due to quantifiable nonmaterial nonconformities.

32-3- The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in Bid evaluation.

32-4- Evaluation is based on the lowest commission on passenger tickets and the highest price of cargo delivery.

33- Comparison of Bids:

33-1- The Ariana Afghan Airlines shall compare the evaluated costs of all substantially responsive Bids established to determine the Bid that has the lowest evaluated cost.

34- Abnormally Low Bids:

34-1- An Abnormally Low Bid is one where the Bid price, in combination with other constituent elements of the Bid, appears unreasonably low to the extent that the Bid price raises material concerns as to the capability of the Bidder to perform the Contract for the offered Bid price.

34-2- In the event of identification of a potentially Abnormally Low Bid, the Ariana Afghan Airlines shall seek written clarifications from the Bidder, including detailed price analyses of its Bid price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document.

34-3- After evaluation of the price analyses, in the event that the Ariana Afghan Airlines determines that the Bidder has failed to demonstrate its capability to perform the Contract for the offered Bid Price, the Ariana Afghan Airlines shall reject the Bid.

35- Qualification of the Bidder:

35-1- The Ariana Afghan Airlines shall determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated cost and substantially responsive Bid is eligible and meets the qualifying criteria, Evaluation and Qualification Criteria.

35-2- The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder. The determination shall not take into consideration the qualifications of other firms such as the Bidder's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Bidder that submitted the Bid.

- 35-3- An affirmative determination shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the Bid, in which event the Ariana Afghan Airlines shall proceed to the Bidder who offers a substantially responsive Bid with the next lowest evaluated cost to make a similar determination of that Bidder's qualifications to perform satisfactorily.
- 36- Ariana Afghan Airlines 's Right to Accept Any Bid, and to Reject Any or All Bids:**
- 36-1-** Ariana Afghan Airlines reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids at any time prior to Contract Award, without thereby incurring any liability to Bidders. In case of annulment, all Bidders will notify by email.
- 37- Standstill Period:**
- 37-1-** The Contract shall not be awarded earlier than the expiry of the Standstill Period. The Standstill Period shall be seven (7) Business Days unless extended. The Standstill Period commences the day after the date the Ariana Afghan Airlines has transmitted to each Bidder the Notification of Intention to Award the Contract. Where only one Bid is submitted, or if this contract is in response to an emergency situation recognized by Ariana Afghan Airlines, the Standstill Period shall not apply.
- 38- Notification of Intention to Award:**
- 38-1-** The Ariana Afghan Airlines shall send to each Bidder, the Notification of Intention to Award the Contract to the successful Bidder. The Notification of Intention to Award shall contain, at a minimum, the following information:
- A- the name and address of the Bidder submitting the successful Bid;
 - B- the Contract price of the successful Bid;
 - C- the expiry date of the Standstill Period; and
 - D- instructions on how to request a debriefing or submit a complaint during the standstill period.

F. Award of Contract

39- Award Criteria

39-1- Ariana Afghan Airlines shall award the Contract to the successful Bidder. This is the Bidder whose Bid has been determined to be the Most Advantageous Bid. This is the Bid of the Bidder that meets the qualification criteria and whose Bid has been determined to be:

- A) substantially responsive to the bidding document; and
- B) the lowest evaluated cost.

40- Notification of Award

40-1- Prior to the date of expiry of the Bid validity and upon expiry of the Standstill Period, or any extension thereof, and, upon satisfactorily addressing any complaint that has been filed within the Standstill Period, Ariana Afghan Airlines shall notify the successful Bidder, in writing, that its Bid has been accepted. The notification of award is also called the "Letter of Acceptance.

40-2- The Contract Award Notice shall be published on the Ariana Afghan Airlines 's website with free access for at least 10 days.

41- Debriefing by Ariana Afghan Airlines:

41-1- On receipt of the Bidder's Notification of Intention to Award, an unsuccessful Bidder has two (2) Business Days to make a written request to the Ariana Afghan Airlines

for a debriefing. The Ariana Afghan Airlines shall provide a debriefing to all unsuccessful Bidders whose request is received within this deadline.

41-2- Where a request for debriefing is received within the deadline, the Ariana Afghan Airlines shall provide a debriefing within three (3) Business Days, unless the Ariana Afghan Airlines decides, for justifiable reasons, to provide the debriefing outside this timeframe. In that case, the standstill period shall automatically be extended until five (5) Business Days after such debriefing is provided. If more than one debriefing is so delayed, the standstill period shall not end earlier than five (5) Business Days after the last debriefing takes place. The Ariana Afghan Airlines shall promptly inform, by the quickest means available, all Bidders of the extended standstill period.

41-3- Where a request for debriefing is received by the Ariana Afghan Airlines later than the three (3)-Business Day deadline, the Ariana Afghan Airlines should provide the debriefing as soon as practicable, and normally no later than fifteen (15) Business Days from the date of publication of Public Notice of Award of contract. Requests for debriefing received outside the three (3)-day deadline shall not lead to extension of the standstill period.

41-4- Debriefings of unsuccessful Bidders may be done in writing or verbally. The Bidder shall bear their own costs for debriefing meeting.

42- Signing of Contract:

42-1- Ariana Afghan Airlines shall send to the successful Bidder the Letter of Acceptance including the Contract Agreement.

42-2- The successful Bidder shall sign, date and return to the Ariana Afghan Airlines, the Contract Agreement within seven (7) days of its receipt.

43- Performance Security:

43-1- Within ten (10) days after receiving the acceptance letter from Ariana Afghan Airlines, the Bidder must deposit the performance guarantee amount to the Ariana Bank Account that will be introduced.

43-2- Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security. In that event the Ariana Afghan Airlines may award the Contract to the Bidder offering the next Most Advantageous Bid.

Section II - TOR

TOR and Evaluation Criteria insurance service provider:

44- Airline Background:

Ariana Afghan Airlines is a State-Owned-Company operating in accordance with Afghan laws, Afghanistan Civil Aviation regulations, ICAO standards and recommendations, and IATA rules.

Ariana Afghan Airlines Co. Ltd is the oldest airline of Afghanistan and serves as the country's national carrier, established on 27th January 1955. ARIANA AFGHAN AIRLINES is rich in history and proudly offers their passengers a well-maintained air fleet, convenient routes, attractive prices, and the best of traditional Afghan hospitality.

In 1957 an agreement was negotiated between the Royal Afghan Government and the United States International Co-Operation Administration (ICA) to create a partnership with a leading American airline company. Ariana was reincorporated as a limited Liability Company with 51% of the shares owned by various entities of the Afghan Government, and the remaining 49% acquired by Pan American World

Airways. This partnership had two objectives - to operate the airline profitably and to train Afghan employees to eventually fulfil all operational and Management roles. This meant years of training and development, and to a major extent, both objectives were accomplished. Initially staffed with foreign pilots and mechanics when the airline first began, ARIANA AFGHAN AIRLINES 's major personnel is now comprised of local Afghan trained professionals.

The company used to be one of the popular carriers in the region as well as in the world with flights to most of the countries in the world including USA. However, past decades' war has adversely impacted Ariana Afghan Airlines and hindered company's competitive position in the air travel market. Nonetheless, Afghanistan is now making a new star after decade of disastrous years of conflict with the support of country leadership and international community.

Currently, with base at Kabul International Airport (KIA)-Kabul, ARIANA AFGHAN AIRLINES operates domestically and provides international linkages to countries such as China, India, Russia, Saudi Arabia, United Arab Emirates and Turkey.

As of today, ARIANA AFGHAN AIRLINES is fully owned by the Afghan government. The company is governed by Board of Management, Board of Supervisors, Board of Directors and Board of Shareholders. The main shareholders of the company are Ministry of Finance, Ministry of Economy, Afghan National Bank and Pashtany Bank.

45- Ariana Afghan 2020/21 Renewal Questionnaire

46- Coverages Required:

- Hull All Risks
- Spares
- Liabilities
- Hull War
- Hull Deductible
- Excess War Liability
- Crew P.A

47- Insured Information:

Exact name of Insured (including any subsidiary/affiliated companies who may operate the aircraft):

Ariana Afghan Airlines (AAA)

Address of the Insured:

Haji Yaqoub Square, Shar-enaw, Post Box 78, Kabul Afghanistan

Contact Name:

- 1- Qari Rahmatullah Agha: President / CEO of Ariana Afghan Airline
Email Address: president@flyariana.com
- 2- **Kamal Naser Koror: Director of Finance**
email address: DOF@flyariana.com
Phone Number: +93 799 270019

48- Details of Aircraft (including safety equipment):

Schedule of aircraft

Make/Model	Manufacturer's Serial Number	Registration	Agreed Value	Passenger/ crew seats	Date of last C&D checks
A310-300	0497	YA-CAV	6335000 USD	233	C Check: 30 Jan. 2020 D Check: 30 Jan. 2020
B737-400	26085	YA-PID	3450000 USD	142	C Check: 11 Apr. 2021 D Check: 01 Jan. 2010
B737-400	26088	YA-PIC	3780000 USD	142	C Check: 25 Dec. 2019 D Check: 10 Aug. 2009
B737-500	29074	YA-FGA	3868000 USD	111	C Check: 29 Jul. 2019 D Check: 05 Dec. 2007

Fleet and changes expected in the next 12 months (additions and deletion of aircraft – purchases, etc) and value changes:

ARIANA plan to add one each used B737-500 in its fleet.

In respect of new aircraft, where are the aircraft being sourced from (previous operator, lessor etc)?

The source has not been determined yet.

Safety equipment:

What safety equipment is installed on each aircraft? (Please use one column per aircraft type)

Aircraft Type	A310-300	B737-400	B737-400	B737-500
TCAS I or II	(II), Yes	(II), Yes	(II), Yes	(II), Yes
Windshear detection system	Yes	Yes	Yes	Yes
EGPWS	Yes	Yes	Yes	Yes
Other systems (please specify)	ADS B Out	ADS B Out	ADS B Out	ADS B Out
Flight Data Monitoring:				
What percentages of flights are captured?	Take off, cruise & Landing	Take off, cruise & Landing	Take off, cruise & Landing	Take off, cruise & Landing
What percentages of flights are analysed?	Take off, cruise & Landing	Take off, cruise & Landing	Take off, cruise & Landing	Take off, cruise & Landing
Electronic Flight Bag/Less Paper Cockpit?	N/A	N/A	N/A	N/A
Are fire detectors and extinguishers installed on all aircraft cargo compartments	Yes	Yes	Yes	Yes

Estimated Utilisation by aircraft type:

Aircraft Type	A310 (CAV)	B737 (PIC)	B373 (PID)	B737 (FGA)
Total Estimated Annual Hours	2308 BHR	1752 BHR	1815 BHR	1467 BHR
Daily Average Hours	6.323 BHR	4.8 BHR	4.972 BHR	4.019 BHR
Annual number of departures	853 FC	875 FC	1014 FC	865 FC
Load Factor				
The above data has taken from 28 Jun. 2021 to 28 Jun. 2022, Reference: Aircraft log records				

49- Limit of Liability: USD550Million

Please specify the liability limit required under the policy (split by aircraft type if applicable):

US\$550million in respect of International & domestic operation (Ariana Afghan Airlines).

50- Route Structure:

Please advise a full list of planned destinations or attach a route map.

OMDB/OEJN/OERK/VIDP/LTBA/LTAC/UUEE/ZWWW

Are the operations Scheduled or Charter or both (if both, please give percentage split)?

Where will the aircraft be based?

NO CHARTER A/C

Are there ACMI operations and if so what percentage of the total?

NIL

Who are the ACMI flights on behalf of?

NIL

What are the ACMI routes?

NIL

50 Geographic Location:

What is your main base?

(MIDDLE EAST) AFGHANISTAN- KABUL(OAKB)

51- Passenger & Freight Details:

Estimated Total Passenger Numbers:

52- Domestic Passengers

Estimated Domestic Passenger Numbers:

53- International Passengers

Estimated Intl Passenger Numbers:

54- Cargo

Estimated Cargo:

55- Mail

Estimated Mail:

56- Passengers Nationalities:

What is the estimated nationality split of your domestic passengers?

Locals	European	Americans/ Canadians	African/ Middle East	Others
99.96%	0.02%	0.02%	0%	

What is the estimated nationality split of your international passengers?

Locals	European	Americans/ Canadians	African/ Middle East	Others
94%	5%	1%	0%	

57- Airline key personnel:

President	Qari Rahmatullah Agha
Chief Executive Officer	
Chief Financial Officer	Kamal Nasir Koror
Chief Pilot	Capt. Fared Amiri
Head of Maintenance	Engineer Ahmad Sear Rahat
Head of Flight Operations	Acting Capt. Mohammad Aziz Azim
Head of Ground Operations	Abdul Matin Taslim
Safety Officer	Acting Capt.

58- Number of Employees:

Please advise average number of employees:

In total	
Flight Crew	Total 41 (Including 4 flight crew temporary serve in Bakhtar)
Cabin Crew	33 Flight Pursers/ 45 Cabin Crew/ Total = 78
Maintenance and others who work on aircraft	38
Number of licensed engineers	37

59- Revenue:

Please advise total revenue estimated for the **next 12 months** arising from:

Passengers	\$ 47,381,066
Excess Baggage	\$ 473,811
MOD Passengers	\$ 9,624,126
Charter	\$ 2,784,000
Pilgrimage (Hajj)	0
Freight and Mail	\$ 18,000
Third Party Handling	0

60- Flight Operations:

For the **next 12 months** please advise the following:

Estimated number of domestic departures for the last 12 months	1825 FLTS
Estimated number of international departures for the last 12 months	800 FLTS
Estimated number of domestic departures for the next 12 months	1900 FLTS
Estimated number of international departures for the next 12 months	900 FLTS
What is your Mechanical Dispatch Reliability rate by aircraft type	A310-304/B737-400
Is there a formal dispatcher or dispatch department?	Yes, Approved ACAA License
Does the airline use specific software?	ARIANA NET ZAP WAY
Describe systems and procedures to generate flight plans	SKY PLAN
How does the airline optimize their flight plan with the specific serial number of the aircraft?	SKY PLAN
Who is responsible for the quantity of fuel loaded before each flight?	CAPT&DISP share responsibility
Do you have a disaster/crisis management programmer?	NIL

61- Flight Crew:

What are the minimum pilot requirements for captains and first officers? (Please specify aircraft type if necessary)

Captain:		First Officer	
Total Hours	Hours on Type	Total Hours	Hours on Type
3500	500	1000	200

62- Training:

Who provided flight crew training and what does this contain?

AAA Training Department for all relevant Trainings as (SIM, SEP, Recurrent Trainings and Differed Trainings.)

Are crew assigned to one single type of aircraft only?

Yes

How does the airline deal with fatigue problems suffered by flight crew? Describe procedures including minimum rest hours

Fatigue Management Program (OPS part A Chapter 07) including minimum rest hours of 8hrs.

How do you promote and encourage Continued Profession Development and Best Practice?

By regular Trainings and implementation of SOPs.

What is covered in your recurrency programme for flight crew and engineers?

For flight crew at simulator training at approved Afghan CAA simulator training centre TFT TRTO Bangkok For A310 and PIER 7 ATO UAE For B737-400).

All ground trainings according approved ACAA training program at Kabul Ariana ACAA approved training centre under instruction of qualified ground instructors.

For all ground engineers at Ariana Afghan Airlines ACAA approved training centre under instruction of qualified approved GE instructors on A310 and B737CL types.

All instructors have completed their recurrent trainings at JATS training facilities Jordon recently.

For all pilots every six months simulator training based on ACAR, mandatory ground trainings every one year, SEP trainings every 3 years based on ACAR.

For all ground engineers every one-year recurrent type rating trainings, human factor, CRM, AVSEC, DGR.

For all cabin crew every one year mandatory recurrent and type rating refresh trainings.

SEP trainings every three years for all operational crew based on ACAR in approved training centres, recently conducted at FWSTC Indian training facilities.

How frequent is recurrency training?

Every 6 months for pilots and for Ground engineers every 1 year.

Who performs Training (pilot Training, CRM, Safety etc.)?

For flight crew at simulator training at approved Afghan CAA simulator training centres (TFT TRTO For A310 and PIER 7 ATO UAE For B737CL).

CRM trainings under instruction of Capt. M.Aziz Azim and Mr. Abdul Wali Amiri Afghan CAA approved CRM trainers.

SEP (Safety & Emergency Procedures) trainings under instruction of Mr. M.H.Waris and Mr.Kanishka Panjshiri Afghan CAA approved SEP trainers.

Please specify type and level of simulator

A310-300 type at JATS TRTO TFT Level D

B737CL type at PIER 7 ATO UAE Level C

Has CRM been implemented for all Crew?

Yes / No

Yes, the CRM training has been implemented for all flight crew, cabin crew and ground engineers according program.

63- Maintenance:

For each aircraft type, who provides maintenance for:

Line Maintenance	A to, D checks	Engines
AFG. Maint. Provide the services: Line Maintenance for B737 CL & A310	AFG perform A & C checks for B737 CL and A & B checks for A310 (D check for B737 and C check for A310 are performed in outside approved MROs	Outside approved MRO.

If you perform your own maintenance:

Details of engineers

Qualified engineers (B1 & B2) who are authorized by Afghan CAA carry out the scheduled and non-schedule maint. On Ariana aircraft.

Please advise details of recruitment criteria of engineering staff

Graduated from Engineering faculty, Level 3 of ELP, Having Technical Knowledge etc.

Describe the maintenance premises/facilities that you occupy

ARIANA has a maintenance hangar in airport that includes required technical shops

64- Flight Safety:

Who will be responsible for safety?

In order to ensure the effective management of aviation Safety within the company (Ariana Afghan Airlines), the following Managements are responsible for the respective aviation safety functions as indicated, below
The Accountable Manager and President (CEO) of Ariana Afghan Airlines
Director of Aviation Flight Safety of Ariana Afghan Airlines
Deputy Director of flight safety, Line Managers and Supervisors, Maintenance Staff and All Company Staff

Describe remit of Flight Safety Officer

The following goals of the Aviation Safety Program will Apply to all levels in the organization:
The prevention of flight and ground, incident and Accident's accuracy.
The identifications, evaluation, and correction of hazards through Hazards identification in airlines normal Operation Before it develops into incidents or accidents.
To minimize the extent of equipment and property damage and the degree of injuries to personnel as a Result of incidents or accidents.
The elimination of design shortcomings, unsafe practices And unsafe situations.
The prevention of damage to private and public Property and injury to non-Ariana personnel as a result Of operations.
The incorporation of aviation safety consideration into All company business activates.
The provision of aviation safety awareness and training To aircrew and personnel.

Please give details of your proposed safety management system and processes

Ariana Afghan Airlines has established and shall maintain incident and accident prevention and flight safety program according ICAO Annex 13 and Afghanistan Civil Aviation Regulation (ACAR) whose primary objectives will be to reduce and control the risk involved in flight operations and ground operation aircraft maintenance and engineering in order to deliver the highest levels of safety.

Top Management and personnel should be dedicated to the ongoing development of the aviation safety culture by Acknowledging aviation safety as a priority and Demonstrating visible commitment to the continual Improvement of aviation safety.

Manager shall ensure that the appropriate human, Material (facilities and equipment) and financial Resources are provided for the planning, development, Operation, maintenance and monitoring of safe Operations and processes.

Responsibilities and accountabilities for aviation safety Shall be established, defined and documented in all Relevant job descriptions.

Management shall adequately motivate staff to support The aviation safety initiatives and participate in the Ongoing development of the safety culture.

Measurable aviation safety objectives and targets shall be included in performance reviews for staff that hold Positions identified with key aviation safety functions and accountabilities.

Managers shall enlist the support of all personnel in developing solutions to eliminate hazardous conditions And unsafe practices.

Describe incident/occurrence reporting system

All hazards identification and incidents / accidents shall be reported on a non-punitive basis with the primary objective of enhancing aviation safety.
All aviation related incidents shall be reported and Investigated with the fundamental objective to Determine the cause (S) of the incident and to formulate through relevant ICAO Annexes Preventative measures for the prevention of aircraft or Apportion blame or liability.
Incident/ accident and hazard reporting mechanisms, And documented procedures, shall exist to facilitate Reporting and to ensure regulatory compliance.
Positive pro-active corrective actions shall be timorously Instituted to prevent the recurrence of similar accidents And incidents.

The implementation, control and evolution of Corrective or preventative actions shall be the responsibility of the line manager. Safety initiatives (such as **the Non- Punitive Safety Reporting Policy**) shall be promoted to encourage the reporting of unsafe acts and conditions.
Trends derived from safety reports shall be presented to The Aviation Safety Forum by the Aviation Safety Department aviation Safety reports shall be recorded and archived.

Provide philosophy to rushed approaches

Ariana Afghan Airlines views aviation safety as an essential and integral factor in satisfying the Company's mission. Aviation Safety program management is instrumental in the Identification and prevention of aviation accidents and Incidents and thereby ensuring safe flight operations, ground Operation Aircraft maintenance and engineering It Is therefore the most important priority of the Company. ("**Safety First and safety is always "**),

Summaries findings of the latest Safety Audit

An internal audit program shall be established to ensure that operational support departments conduct operational aviation safety audits annually. Aviation safety audits shall be conducted by competent And appropriately qualified personnel. Corrective action recommendations shall be prioritized And allocated to accountable personnel for action with Agreed time-scale for implementation. Corrective actions resulting from aviation safety audits Shall be evaluated to assess their effectiveness. Further Control measures shall be introduced if any remaining deficiencies are detected. Non-compliance with procedures and regulations, safety Recommendations and relevant corrective actions shall be present to the Aviation Safety Forum.

Does the airline transport hazardous material on aircraft? Does the airline accept oxygen generators and oxidizers?

N/A

What situations may the airline use different landing minima than the ones published?

Ariana, is not using different landing minima

Does the airline have specific requirements regarding landings other than left to pilot's appreciation

No

Please indicate in what situations pilots are asked to perform landings on autopilot

N/R

65- Ground Operations:

List companies in charge of ground handling of your aircraft and scope of services provided:

Company	Scope of Services
1. Dubai – Dnata 2. Istanbul: HAVAS 3. Ankara – Havas 4. Delhi - BWFS 5. Urumqi – Xingiang Airport Group 6. Moscow - Rusport 7. Jeddah – SGS 8. Kabul – GAAC 9. Herat – GAAC 10. Mazar – GAAC 11. Kandahar – GAAC	Aircraft, Passenger, Passenger Baggage & Cargo Handling

Do you perform any ground Handling for third party airlines, if so please provide details"

66- IOSA:

Date of last IOSA audit

When is the next IOSA audit due?

Please summaries findings

67- Security:

Describe security tasks performed by the airline:

Passenger Screening

- Ariana Afghan Airlines will only accept on board its flights such persons, who have appropriate travel documents, are authentic and have been security screened.
- The personnel in charge of check-in will ascertain through a positive control, the concordance of the name mentioned on the ticket with a document bearing a photograph and justifying the identity of bearer.
- Ariana Afghan Airlines will only accept hand baggage according to the industry standards. Ariana Afghan Airlines personnel shall control the amount of

hand baggage when boarding passengers.
(Page 46, 4.2, ASOP)

- A boarding pass shall be required to enter the sterile area of the airport and must be required to board an aircraft in order to ensure that only bona fide passengers enter the departure area of the airport and more importantly the aircraft. **(Page 77, 6.1.2 Passenger Identification, Aviation Security Manual, SEC)**

- The purpose of the screening of passengers and their carry-on baggage is to prevent weapons, explosive devices or any other items found on the state of origin's Prohibited Items List from being introduced on board an aircraft or into the sterile area of the airport.

Passenger and carry-on baggage screening, Aviation Security Manual (Page 79, 6.1.4), Security Operation (Page 46, 4.1)

Recruitment, training and monitoring of security personnel, security briefings to crew and station personnel

Recruitment of personal is probably the single most important task of an organization.

The development of our security culture begins at the hiring process where we shall aim to recruit people with the right attitude and beliefs. **(Page 63, 3.1.1 Recruitment of Personal, Aviation Security Manual, 1 SEC)**

Cargo Screening

The employee receiving the Cargo verifies that it was delivered by the person nominated on the consignment security declaration.

Partially cleared cargo may be accepted from other regulated agents or forwarded to Ariana for

security clearance. **(Page 59, 6.1 Aviation Security Manual Part II, Security of Cargo)**

On board security during flight

1- On Ariana international flights, one or two security officers for controlling the Deportees.
On Ariana domestic flights, Two NDS officers.

Describe security measures in place:

Pre-flight security

Pre-flight security checks shall be performed on every originating aircraft as well as at the destination station during turnaround exceeding 4 hours, if possible. Staff assigned with conducting security checks will have received the necessary training. **(Page 84, 5.4.1 Preflight aircraft searches and checks, Aviation security manual security operation. SEC)**

Cockpit door

The design of the reinforced cockpit doors shall at all times be done with due consideration to safety requirements such as decompression panels, emergency exit for crew and emergency access for rescuers. **(Page 85, 5.4.2 Reinforced cockpit door, Aviation security manual security operation. SEC)**

Sky Marshalls

In the process of training In-Flight security officers are to take up the domestic duties currently performed by members of the national security and for international escort duties. **(Page 113, 7.6.1 In-flight security personnel IFSP, Aviation security manual, Additional Security Accountabilities. SEC)**

Video Surveillance

Its operating from flight deck by flight crew. Also, on the ground by Airport authorities.

Real or stun guns for police

Obtaining by NDS during domestic flights.

68- Loss Claim History:

Claim History of Ariana Afghan Airlines								
No	Insured Period	Date of Incident	Location & Sector	Coverage	A/Type	Reg.	Engine No & S/N	Received Claim
1	1997/1998	19.03.1998	Near Kabul	Hull All Risk	B727-200	YA-FAZ		\$ 5,500,000.00
	1997/1998	19.03.1998	Near Kabul	Airlines Liability	B727-200	YA-FAZ		\$ 389,870.00
2	2004/2005	09.09.2004	KBL/FRA	Deductible	A300B4	YA-BAC	CF6-50C2 528212	\$ 1,100,300.00
3	2005/2006	30.08.2006		Deductible	A300B4	YA-BAD	CF6-50C2 455792	\$ 394,000.00
4	2006/2007	23.03.2007	Istanbul	Hull All Risk	A300B4	YA-BAD		\$ 2,200,000.00
5	2014	08.05.2014	Kabul	Hull All Risk & Airlines Liability	B737-400	YA-PIB		\$ 5,425,142.00
6	2014/2015		Kabul	Hull All & Airlines Liability	B737-400	YA-PIE		\$ 3,200,000.00
7	2018/2019	26.12.2018	Mazar	Hull All Risk	B737-400	YA-PID		\$ 410,580.89

69- Codeshares and Interline Agreements:

Please advise details of interline or codeshare agreements with other airlines:

Contracting Airline	Type of contract
Do not have any codeshares	

70- Spares:

Total Value of all Spares for coverage:

Maximum any one location	Maximum any one unit	Maximum any one sending

Please give a brief description of your spares inventory:

AIR BUS - 310 Consumable: USD 711,318.00
AIR BUS - 310 Component: USD 870,549.00
B-737-400 Consumable: USD 2,363,960.00
B-737-400 Component: USD 4,074,756.00
B-737 500 Consumable: USD 22,778.00
B-737 500- Component: USD 16,605.00
TOTAL VALUE USD <u>8,059,966.00</u>

Please detail for each location/building:

Location/Building	Maximum Value	Average Value
Hamed Karzai International Airport	USD 913,726.00	

For each of the above location, please indicate the primary material used in construction for the following:

Location/Building	Wall	Floor	Roof

Additional Information:

Please include any additional information (including graphs, photographs, route maps and spreadsheets for fleet schedules or pilot summaries) that you believe may be relevant or of interest to potential insurers.

71- Ariana Cockpit & Cabin Crew Agree Insure Value:

Captain: US\$ 20,000.00
 First Officer: US\$ 16,000.00
 G/Engineer: US\$ 10,000.00
 F/Mechanics US\$ 10,000.00
 Dispatcher: US\$ 10,000.00
 Security Personal: US\$ 10,000.00
 Quality Assurance: US\$ 10,000.00
 Flight Attendant: US\$ 7,000.00

72- List of Cockpit Crew:

List of Ariana Afghan Airlines' Cockpit Crew (Captains and F/Os)				
No.	Name	Position	A/C Type	Remarks
Airbus 310 – 300				
1	HAMID ZAHER	Captain	A-310	
2	AHMAD AQA AQA	Captain	A-310	
3	HAMIDULLAH ZAZAI	Captain	A-310	
4	ABDUL MAROOF SIKANDARI	Captain	A-310	
5	AHMAD SHAH TOLO	Captain	A-310	
6	FARID AMIRI	Captain	A-310	
7	MIRWAIS TANIWAL	Captain	A-310	
8	MOHAMMAD SEDIQ HAMIDI	F/O	A-310	
9	SAYED AHMAD MASOUMI	F/O	A-310	
10	AHMAD SAIED NADEM	F/O	A-310	
11	ABDUL QAYOUM BAHRAM	F/O	A-310	
12	AMRULLAH JAHID	F/O	A-310	
13	ZAZAI ANDALEB	F/O	A-310	
Boeing 737- 400				
14	MOHAMMED NADER OMAR	Captain	B 737-400	
15	ABDUL AHAD ORYAKHIL	Captain	B 737-400	
16	ABDUL QADIR ALOZAI	Captain	B 737-400	
17	ABDUL HADI SHALIZI	Captain	B 737-400	
18	ROKAI NAIMI	Captain	B 737-400	
19	MOHAMMAD AZIZ AZIM	Captain	B 737-400	
20	ZALMAI ALAMI	Captain	B 737-400	
21	PARWIZ AZIZI	Captain	B 737-400	
22	MOHAMMAD AJMAL TANIWAL	Captain	B 737-400	
23	ABDUL WALI AMIRI	Captain	B 737-400	
24	MUJEEB QASIMI	Captain	B 737-400	
25	BASHIR AHMAD SABOOR	Captain Trainee	B 737-400	
26	MOHAMMAD NAWROOZ ALI ZADA	F/O	B 737-400	
27	MOHD HASSIB KABIR	F/O	B 737-400	

28	MOHAMMAD HAROON IBRAHIM	Captain Trainee	B 737-400	
29	AHMAD JAWID SHAHRYAR	Captain Trainee	B 737-400	
30	ZEKRULLAH SULTANI	F/O	B 737-400	
31	OMID MOBTAKER	F/O	B 737-400	
32	MOHAMMAD MUSSA FAZEL	F/O	B 737-400	
33	SHAFIULLAH ESMATY	F/O	B 737-400	
34	MOHAMMAD QAIS SAFI	F/O	B 737-400	
35	ABDUL WAHEED SHADAB	F/O	B 737-400	
36	HOKOMAT SANAYE	F/O	B 737-400	
37	MOHAMMAD JASIM ZAZAI	F/O	B 737-400	
38	ROYEN QAYOUMI	F/O	B 737-400	
39	M. MUSTAFA FAQIRI	F/O	B-737-400	
40	SAYED REZA HASHIMI	F/O Trainee	B 737-400	
41	M. AJMAL DAUD HAIDARI	F/O Trainee	B 737-400	

73- Shortening Rest Times

Rest periods		
Previous FDT	Minimum RT	Minimum RT (Upon Commanders decision)
Up to 6 hours	8 hours	8 hours
Up to 11 hours	10 hours	10 hours
More than 11 hours	12 hours	10 hours
12-14 hours or ZD is more than 3 hours	14 hours	12 hours
Long Range Flights	2 Local nights /36 hours	2 Local nights / 36 hours 2

74- List of Ground Engineers and Mechanics

List of Ground Engineers and Mechanics Who Participate In AFG. Flight							
NO	Name	Father Name	Date of Employee	ID No	DOB	Lic.NO:	
1.	Ahmad Sair	Ghulam Farooq	1995	5382	1978	AME 00048	Ground Engineer (B1)
2.	Meer Abdullah	Faqir Mohammad	1987	3683	1962	AME 00012	Ground Engineer (B1)
3.	Aziz Ahmad	Abdul Rahim	1995	4856	1972	AME 00040	Ground Engineer (B1)
4.	Mohammad Hashim	Samander	1980	3189	1957	AME 00009	Ground Engineer (B1)
5.	Khalid Ahmad	Abdul Wase	1989	3851	1965	AME 00031	Ground Engineer (B1)
6.	Mohammad Ashraf	Ali Ahmad	1989	3837	1963	AME 00023	Ground Engineer (B1)
7.	Hayatuddin	Ghulamudin	1991	3372	1965	AME 00038	Ground Engineer (B1)
8.	Waheed Ahmad	Sadar Mohammad	1995	4712	1968	AME 00051	Ground Engineer (B1)
9.	Ahmad Zia shirzai	Abdul Satar	1996	5334	1978	AME 00053	Ground Engineer (B1)
10.	Fraidoon Azimi	Abdul Habib	1999	5286	1977	AME 00050	Ground Engineer (B1)
11.	Abdul Walid	Abdul Aziz	1997	5320	1974	AME 00052	Ground Engineer (B1)
12.	Fahim Ahmad	Noor Ahmad	1999	5189	1977	AME 00049	Ground Engineer (B1)
13.	Mohammad Aqa	Din Mohammad	1995	4855	1968	AME 00034	Ground Engineer (B1)
14.	Ahmad Zia	Mohammad Hosain	1993	4687	1966	AME 00033	Ground Engineer (B1)
15.	Abdul Wahid	Mohammad Aslam	1984	2724	1959	AME 00025	Ground Engineer (B1)
16.	Mohammad .Hashim	Mohammad Aref	2003	5769	1982	AME 00064	Ground Engineer (B1)
17.	Atiqullah	Shirin Aqa	2001	5389	1980	AME 00063	Ground Engineer (B1)
18.	Ghafoor Khan	Ismatullah	2000	5479	1980	AME 00061	Ground Engineer (B1)
19.	Abdul Wasi	Shir Ahmad	1999	5323	1967	AME 000155	Ground Engineer (B1)

20.	Mohammad.Asef	Mohammad Yousof	1999	5332	1967	AME 000154	Ground Engineer (B1)
21.	Abdul Ghafoor	Shah Mohammad	1981	3741	1958	AME 00037	Ground Engineer (B1)
22.	Mohammad Asghar	Mohammad Anwar	1995	4814	1964	AME 00054	Ground Engineer (B1)
23.	Samiullah Salehi	Atiqullah	1998	5194	1978	AME000160	Ground Engineer (B1)
24.	Mohd. Homayun	Khan Ghul	1996	4654	1975	AME 00060	Ground Engineer (B1)
25.	Mohammad Khalid	Mohd. Ibrahim	2001	6193	1976	AME 000191	Ground Engineer (B1)
26.	Lutfurrahman	Mohmad Rahman	2019	6203	1972	AME 00067	Ground Engineer (B1)
27.	Assdullah Assadi	Sadrudin	1994	4724	1965	AME000184	Ground Engineer (B2)
28.	Ahamd khesraw nasim	Mohd.Ibrahim	1996	4993	1971	AME00045	Ground Engineer (B2)
29.	Ahmad Zia Koshan	Aqa jan	1993	4410	1967	AME0006070	Ground Engineer (B2)
30.	Nezamuddin Behzad	Ahmad khan	1993	4337	1970	AME00163	Ground Engineer (B2)
31.	Noor Aqa Nesar	Besmellah	1993	4412	1961	AME000029	Ground Engineer (B2)
32.	Sayed Raqib Hashimi	Sayed Ibraim	1996	4888	1962	AME00036	Ground Engineer (B2)
33.	Shahab Khan Khan	Sultan mohd	1995	4278	1958	AME000046	Ground Engineer (B2)
34.	Zalmai	Nazuk mir	1992	4248	1962	AME00024	Ground Engineer (B2)
35.	Barat Ali Basir	Ghulalm hussain	1988	3694	1961	AME00013	Ground Engineer (B2)
36.	Neak Mohd	Ayazuddin	1988	3675	1961	AME000016	Ground Engineer (B2)
37.	Abdul Hadi	Fiaz Mohammad	1998	3301	1958	AME000171	Ground Engineer (B2)
38.	Noor Ahmad	Noor Aqa	1998	5198	1979	AME 000161	Ground Mechanic
39.	Najibullah	Ghulam Dastagir	1995	4805	1971	AME 000143	Ground Mechanic
40.	Mohammad Haroon	Mohammad Aref	1993	4474	1972	AME 000115	Ground Mechanic
41.	Ghulam.Ali	Khudi.Nazar	1358	1753	1955	AME 000131	Ground Mechanic

42.	Mojib	Najib.Ahamad	1999	5302	1981	AME 000156	Ground Mechanic
43.	Abdull.Mansoor	Abdull.Qader	1996	4866	1974	AME 000148	Ground Mechanic
44.	Ahmad.Mukhtar	Ghulam.Nabi	1998	5116	1972	AME 000188	Ground Mechanic
45.	Fridoon	Moammad.Naiam	2002	5709	1976	AME 000195	Ground Mechanic
46.	Moammad.Amin	Ghulam.Abass	1993	4388	1970	AME 000139	Ground Mechanic
47.	Naweedullah	Ghulam.Hasan	1997	5177	1974	AME 000189	Ground Mechanic
48.	Ahmad.Shah	Moammad.Omar	1998	5222	1972	AME 000133	Ground Mechanic
49.	Amrullah	Hameedullah	2003	5728	1975	AME 000120	Ground Mechanic
50.	Ahmad.Hoshanq	Azizudin	1374	4670	1973	AME 000128	Ground Mechanic
51.	Waheedulah	Mohammadullah	1987	3489	1972	N/A	Ground Mechanic
52.	Ahmad.Shah	Moamaad.Naim	2001	5399	1970	AME 000199	Ground Mechanic
53.	Haji.Gul	Naimuddin	1998	5709	1971	AME 000159	Ground Mechanic
54.	Abdul.Rahim	Abdul.Basir	1989	3567	1956	494	Ground Mechanic
55.	Abdul.Karim	Abdul.Raof	2000	5370	1979	AME 000186	Ground Mechanic
56.	Ahmad.Tamim	Moammad.Shah	1997	5062	1977	AME 000144	Ground Mechanic
57.	Abdul.Basir	Abdul.Aziz	2001	5409	1968	AME 000149	Ground Mechanic
58.	Akhtar.Moammad	Abdul.Majeed	1998	5140	1983	2326	Ground Mechanic
59.	Shukurullah	Moammad.Khan	2002	5562	1983	AME 000200	Ground Mechanic
60.	Moammad.Muqim	Ghulam.Nabi	1995	4722	1960	AME 000152	Ground Mechanic
61.	Moammad.Ibraim	Abdul.hamid	1998	5245	1970	N/A	Ground Mechanic
62.	Ghulam.mujtaba	Ammanudin	1999	5333	1979	AME 000149	Ground Mechanic
63.	Amanullah	Hafizullah	1995	4777	1964	AME 000147	Ground Mechanic

64.	Hameedulla	Abdullah	1995	4737	1972	AME 000146	Ground Mechanic
65.	Sayed.Abdul Satar	Abdul.qauim	1996	4906	1967	AME 000132	Ground Mechanic
66.	Ahmad.Wali	Yar.moammad	1997	5148	1973	AME 000190	Ground Mechanic
67.	Abdul.Hadi	Abdul.Ahad	2001	5429	1981	AME 00098	Ground Mechanic
68.	Akram	Moammad.Omar	1996	4986	1973	AME 000150	Ground Mechanic
69.	Abdul.Wahab	Abdul.Razaq	1999	5316	1981	N/A	Ground Mechanic
70.	Abdul.Jamil	Abdul.Ahad	1984	2927	1959	AME 00026	Ground Mechanic
71.	Mohammad Aref	Shah Mohammad	1998	5121	1969	AME 000144	Ground Mechanic
72.	Nader Shah	Dawood Shah	1996	4934	1975	AME 000140	Ground Mechanic
73.	Sayed Ahmad.Shah	Sayed Yaqub	1993	4458	1975	AME 000118	Ground Mechanic
74.	Mohammad Aslam	Lal Mohammad	1985	3162	1969	N/A	Ground Mechanic
75.	Amir Mohammad	Abdul Dawood	1994	4586	1969	AME 000115	Ground Mechanic

75- List of CABIN CREW

CABIN CREW INFORMATION LIST FOR INSURANCE 2021						
NO	NAME	F/NAME	DATE OF EMPLOYEE	DATE OF BIRTH	ARIANA ID NUMBER	VALID LICENCE NUMBER
1	MOHAMMAD HOMAYOUN WARIS	MOHAMMAD RAFIQ	1995	15 DEC 1978	4710	CC00025
2	SAYED MOHD HASSAN HASHIMI	SAYED MOHD YAGHOOB	1995	14 DEC 1966	4790	CC00079
3	MOHAMMAD MOOSA SIDDIQ	MOHAMMAD SIDDIQ	1988	03/01/1962	3597	CC00008
4	MAHMOOD SAMEEM	HASSN JAN	1999	16/01/1978	5261	CC0035
5	MOHAMMAD YASIN YOUSUFI	MAOHAMMAD AZIZ	1991	01/01/1969	4075	CC00012
6	AHMAD FARID POPAL	NOOR MOHAMMAD	1993	16/07/1969	4468	CC00338
7	SHIRULLAH SHARIF	ZUBAIDULLAH	1993	10/01/1971	4266	CC000014
8	MOHAMMAD IQBAL SAMADI	SHAMSUDDIN	1994	16/11/1971	4572	CC00022
9	KANISHKA PANJSHIRI	MAHBOOB SHAH	1998	13/09/1979	5155	CC00040
10	SAYED MIRWAIS AMINI	SAYED NASER	2002	04/10/1984	5705	CC00065
11	HAKIMULLAH NABIZADA	NABIULLAH	1996	01/12/1967	4926	CC00027
12	NASRULLAH JALILI	BESMULLAH	1991	22/03/1972	4153	CC00032
13	SAYED AHMAD RAFAT	SAYED ABDUL KHALIQ	1989	15/10/1970	3874	CC000279
14	SAYED HAMEED HASHIMI	SAYED SAIFUDDIN	1998	05/09/1980	5253	CC00019
15	ZIAULLAH AKBAR	MOHAMMAD AKBAR	2002	01/12/1980	5615	CC000023
16	MOHAMMAD FAHIM	ALI MOHAMMAD	2001	05/12/1980	5653	CC00037
17	NOORIA NOORISTANI	MOHAMMAD AMIN	2002	08/03/1978	5648	CC0064
18	ABDUL RAOUF SIKANDARI	PEER MOHAMMAD	2001	30/12/1979	5438	CC00070
19	ABDUL HADI FAIZI	AMIR MOHAMMAD	1997	12/05/1980	5161	CC00042
20	MIRWAIS ARIFI	ABDUL JABAAR	2001	05/10/1976	5416	CC00029
21	MOHAMMAD HAMID AFZALI	MOHAMMAD ESMAYEEL	2002	27/07/1983	5437	CC00077
22	QAIS POPAL	GHULAM MOHAMMAD	2002	07/03/1981	5522	CC00061
23	MOHAMMAD YAMA POPAL	MOHAMMAD AZAM	1994	01/01/1974	4358	CC00028
24	MOHD MOHSEN SOFIZADA	SAYED AMIR	2001	19/12/1979	5435	CC00078
25	MUSAWER AHIDARI	MOHAMMAD ASGHAR	1995	06/01/1974	4834	CC00036
26	ABDUL KABIR RAOUFI	ABDUL RAHMAN	1998	23/02/1979	5158	CC00059

27	ROHINA SALAMZADA	ABDUL HAMEED	2006	15/06/1974	5906	CC00058
28	MIRWAIS RASHID	AMIR JAN	1995	17/07/1973	4573	CC00067
29	ABDUL MONIR EBRAHIMKHAIL	ABDUL MANAN	2002	24/03/1982	5487	CC00045
30	TAMANA SAFI	AMOHAMMAD ARIF	2012	20/03/1991	6038	CC000316
31	MOHAMMAD AMIN MUJADADI	GHULAM HUJATULLAH	2003	20/04/1976	5683	CC00089
32	HOMA HABIB	SAYED ABED	2002	07/02/1972	5642	CC000048
33	ESMATULLAH ESMAT	HABIBULRAHMAN	1994	10/01/1973	4528	CC00082
34	ROHULLAH KARGAR	AMANULLAH	1999	08/02/1980	5294	CC00039
35	ABDUL JAMIL QADIREE	ABDUL QAIR	1998	25/07/1974	5216	CC00062
36	DAWLAT KHAN AMINI	MOHAMMAD NASIM	2001	30/12/1977	5423	CC00026
37	SAYED MUJIB HASHIMI	SAYED HASHIM	2002	01/01/1979	5636	CC00041
38	SHAHRAM NASRATI	MOHAMMAD HASHIM	2001	21/03/1976	5009	CC00052
39	AHMAD FAWZI QADER	MOHAMMAD AKBAR	2002	13/10/1980	5411	CC00081
40	ABDUL QADIR AKID	JUMA KHAN	1998	25/03/1981	5217	CC00038
41	SAFIULLAH OMARI	KHALILULLAH	2003	20/02/1978	5694	CC00362
42	ANITA AHMAD ZAI	RAHMUDDIN	2002	01/07/1979	5632	CC00054
43	MUZHGAN ZAMANI	ABDUL GHAFAR	2006	13/04/1975	5950	CC00055
44	MARIAM ZAMANI	ABDUL GHAFAR	2006	13/11/1982	5951	CC00060
45	BENAFSHA MALHOUF	MOHAMMAD TAHIR	2008	27/09/1987	6092	CC00130
46	NOORJAHAN HASSANZADA	GHULAM HUSSAIN	2012	29/03/1986	6035	CC00313
47	ZOHRA MAQSOODI	MIR AQA	2012	01/01/1986	6040	CC00310
48	FATIMA YAQHOOB ZADA	SHIR AHMAD	2012	21/03/1988	6041	CC00319
49	LINA SADAT	ABDUL RAOUF	2012	10/10/1994	6057	CC00318
50	FARZANA FROOTAN	MOHAMMAD SHAFEE	2012	27/01/1992	1057	CC00324
51	SARWEEN SULTANI	HASSAN REZA	2015	26/08/1993	6265	CC00481
52	ELLAHA NAWABI	MOHAMMAD SHAHPOOR	2016	08/05/1994	6264	CC00513
53	MEELAD RAMZI	ASADULLAH	2010	20/03/1990	1265	CC00538
54	EHSANULLAH KARIMKHAIL	KAMAL KHAN	2010	06/05/1989	1247	CC000217

55	KAMAL ABDUL NASER RAMIN	ABDUL SABOOR	2010	01/10/1988	1094	CC000213
56	MOHAMMAD YOUNUS ARYUBI	MOHAMMAD ESMAYEEL	2010	22/03/1982	1097	CC000215
57	AJMAL RAHIMI	ABDUL WAKIL	2010	08/08/1988	1095	CC000538
58	AZIZULLAH ALAMI	GHULAM RASOOL	2010	02/04/1989	1246	CC000218
59	SAMEER RAHIMI	ABDUL SAMI	2010	06/01/1987	1253	CC000241
60	SAFIULLAH KHALIQI	KHALILULLAH	2010	24/04/1988	1115	CC000214
61	MOHAMMAD SULAIMAN BABAKARKHAIL	MOHAMMAD ASEF	2010	20/04/1988	1256	CC000245
62	ABDUL NASIM ALAMZAI	ZER ALAM	2010	05/05/1985	1098	CC000220
63	SABRA SHARIFI	SRA KHAN	2015	21/02/1996	1515	CC00477
64	BASIRA MAHBOB	ABDUL SATAR	2016	03/03/1995	1574	CC00508
65	MEZHGAN DOSTYAR	ZEKRIA	2016	13/09/1994	1568	CC00500
66	PARVIN RASOLI	SAYED SADEQ	2016	23/04/1998	1583	CC00503
67	MOMENA AKRAMI	RAHIM DAD	2016	05/03/1996	1569	CC00509
68	ATIFA HUSSAIN ZADA	MOHAMMAD KARIM	2016	13/08/1994	20051	CC00510
69	MARJAN ARIFI	ABDUL RAHMAN	2016	08/09/1998	1576	CC00515
70	KARISHMA HAMID	MOHAMMAD OSMAN	2016	09/08/1996	1578	CC00502
71	SOMAN NOORISTANI	HABIBULLAH	2019	09/04/1997	1749	CC00593
72	ZUHRA MOMINI	ABDUL WAHED	2019	31/03/1996	1750	CC00594
73	FAIZA KAZEMI	AMINULLAH	2019	07/10/1994	1754	CC00599
74	FROZAN SADAT	SAYED ABDULLAH	2019	04/08/1998	1758	CC00600
75	SADAF NAWABI	MOHAMMAD SHAHPOOR	2019	17/07/1998	1844	CC00597
76	SHABANA DOSTYAR	MOHAMMAD ZEKRIA	2019	26/04/2000	1757	CC00595
77	FRISHTA AZIZI	HAMEED	2019	21/04/2000	1755	CC00598
78	MUKHTAR WALI	ABDUL GHAFAR	2019	22/03/1995	20048	CC00499

76- List of Ariana Security Department

Security Department Personnel List For Insurance Contract Renewal					
No	Name	F/name	Title	Main Number	Remarks
1	Ehsanullah Mohmand	Gulab Shah	Security Manager	5159	
2	Mohammad Ibrahim Rahimi	Abdul Rahim	Security Member	4235	
3	Abdul Rahman Momand	Fazelhaq	Security Member	5634	
4	Mohammad Ziarmal Afghan	Khairullah	Security Member	6191	
5	Jamshid Motmain	Sultan Mohammad	Security Member	6087	
6	Ahmad Omid Momand	Ghulam Farooq	Security Member	6190	
7	Dad Khuda Frotan	Tora Khan	Security Member	5250	Temporary assigned to this department
8	Sayed Naser Jalali	Sayed Amir	Security Member	6297	Temporary assigned to this department

77- List of DISPATCHERS

NO	NAME	F/NAME	POSITION	DATE OF BIRTH	DATE OF EMPLOYEE	ID NO	VALID LICENSE NO	EDUCATION	QUALIFICATION BASIC AND TYPE	A310/B737 AIRCRAFTS
1	ABDUL MATIN TASLIM	ABDUL SALAM	MANAGER	1978	2000	5548	FO020	BACHELOR	AFGHANISTAN/TURKEY/PAKISTAN / JORDON	YES
2	HAMID AFGHAN	GHULAM MOHAMMAD	ASSISTANT	1981	2005	5826	FO029	GRADUATED 14th	AFGHANISTAN/TURKEY/PAKISTAN / JORDON/GERMANY	YES
3	MOHAMMAD ZAHIR KHAWARI	ABDUL RAHMAN	DISPATCHER	1959	1981	3784	FO074	GRADUATED 12th	AFGHANISTAN/INDIA	YES
4	WAHEED AHMADI	QEYAMODDIN	DISPATCHER	1975	1996	4885	FO008	GRADUATED 12th	AFGHANISTAN/JORDON	YES
5	MOHAMMAD TAWAB MUSADIQ	MOHAMMAD SHAH	DISPATCHER	1967	1995	4719	FO015	GRADUATED 12th	AFGHANISTAN	YES
6	PAYENDA MOHAMMAD FAQIRZADA	FAQIR MOHAMMAD	DISPATCHER	1973	1995	4940	FO032	MASTER (gender)	PAKISTAN/JORDON	YES
7	SAFIULLAH SEJAD	MIR AFGHAN	DISPATCHER	1985	2001	5462	FO054	GRADUATED 14th	PAKISTAN/JORDON	YES
8	MOHAMMAD RAFI FAYEZI	MOHAMMAD QASIM	DISPATCHER	1985	2003	5733	FO057	BACHELOR	INDIA	YES
9	ENAYATULLAH STANIKZAI	NASIR AHMAD	DISPATCHER	1988	2008	6075	FO036	GRADUATED 12th	PAKISTAN/JORDON	YES
10	OMID ALI WARDAK	NOOR ALI	DISPATCHER	1989	2010	6050	FO052	BACHELOR	INDIA	YES
11	ESMATULLAH MANAGL	ENAYATULLAH	DISPATCHER	1986	2008	6062	FO047	GRADUATED 12th	PAKISTAN/JORDON	YES
12	AHMAD SHEKIB ZAZAI	AZIZULLAH	DISPATCHER	1989	2008	6054	FO046	GRADUATED 12th	PAKISTAN	YES
13	MAJID AFGHANYAR	ZALMAI	DISPATCHER	1988	2008	6060	FO045	GRADUATED 12th	PAKISTAN/JORDON	YES
14	DAD KHODA BAYAN	MOHAMMAD KHAN	DISPATCHER	1970	2000	6140	FO051	BACHELOR	AFGHANISTAN	YES

15	HURMAT AQA MUDABER	RAHMAT AQA	DISPACH ER	1995	2015	613 7	FO07 6	BACHELO R	JORDON	YES
16	OMID ABEDI	AMINULLAH	DISPACH ER	1994	2017	622 7	FO07 7	BACHELO R	JORDON	YES
NOTE: THE FOO LICENSE ARE UP DATE ACOORDING TO THE ACAA REQUIRMENT.										

Approved By: - Ariana Insurance Department.

Signature: -----

Section III - Evaluation and Qualification Criteria

78- This section contains the criteria that the Ariana Afghan Airlines shall use to evaluate Bids and qualify Bidders through post-qualification. No other factor methods or criteria shall be used other than specified in this bidding document. The Bidder shall provide all the information requested in the forms included in **Section IV**, Bidding Forms.

Evaluation Criteria:

- Insurance service providers are required to provide standard insurance services.
- Insurance should cover several separate areas.
- Airline insurance should cover the following and provide price for each service or one fixed price for all the following services:
 - Hull All Risks
 - Spares
 - Labilities
 - Hull War
 - Hull Deductible
 - Excess War Liability
 - Crew P.A

79- Qualification Criteria:

All Bidders shall include the following information and documents with their Bids:

- a) copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder;
- b) total monetary value of Services performed for each of the **last three (3) years**;
- c) experience in Services of a similar nature and size for each of the last **Three (3) years**, and details of Services under way or contractually committed; and names and address of clients who may be contacted for further information on those contracts;
- d) list of major systems proposed to carry out the Contract;
- e) qualifications and experience of key management and personnel proposed for the Contract;
- f) reports on the financial standing of the Bidder, such as profit and loss statements and auditor's reports for the past (3) years;
- g) information regarding any litigation, current or during the last (3) years, in which the Bidder is involved, the parties concerned, and disputed amount;
- h) upon request of Ariana, authority to the Ariana Afghan Airlines to seek references from the Bidder's bankers;

To qualify for award of the Contract, Bidders shall meet the following minimum qualifying criteria:

- a) annual volume of Services of at least the amount specified **below**;
- b)** experience as Insurance service provider in the provision of at least two service contracts of a nature and complexity equivalent to the Services over the last (3) years (to comply with this requirement, Services contracts cited should be at least 70 percent complete) as specified **below**;
- c) proposals for the timely acquisition of the essential updated and new systems in the field of Ticket and Cargo space sales.
- d) Suitably qualified key personnel and other key personnel that the Bidder considers appropriate to perform the Services; and

- e) A consistent history of litigation or arbitration awards against the Bidder or any member of the GSA may result in disqualification.

Section IV- Bidding Forms

80- Letter of Bid:

- **No reservations:** We have examined and have no reservations to the bidding document, including Addenda issued
- **Questionnaire (TOR):** we carefully reviewed the SBD and TOR and intend to apply for this bid.
- **Eligibility:** We meet the eligibility requirements and have no conflict of interest.

We and any of our subcontractors:

- (i) have not been subject to disqualification by the Bank for non-compliance with obligations.
- (ii) [had been subject to disqualification by the Bank for non-compliance with obligations. An arbitral award on the disqualification case has been made in our favor.]
- **Conformity:** We offer to provide the insurance Services in conformity with the bidding document and TOR.
- **Bid Price:** The total price of our Bid, excluding any discounts offered in item (f) below is:

Price Schedule:

Scope of Service	Fixed service Cost per For Iran flights roundtrip (KBL-IKA and KBL MHD) Airports	
	B737-CL	A310
Hull All Risks		
Spares		
Labilities		
Hull War		
Hull Deductible		
Excess War Liability		
Crew P.A		

- **Discounts:** The discounts offered and the methodology for their application are:
 - A) The discounts offered are: *[Specify in detail each discount offered.]*
 - B) The exact method of calculations to determine the net price after application of discounts is shown below: *[Specify in detail the method that shall be used to apply the discounts];*

- **Bid Validity Period:** Our Bid shall be valid for 60 days from *[insert day, month and year]* , and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- A) **Performance Security:** If our Bid is accepted, we commit to obtain a Contract Performance Security;
- B) **One Bid Per Bidder:** We are not submitting any other Bid(s) as an individual Bidder, and we are not participating in any other Bid(s) as a Joint Venture member or as a subcontractor, and meet the requirements of SBD.

Suspension and Debarment:

- We, along with any of our subcontractors, suppliers, consultants, Systems manufacturers, or PSAs for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed.
- **Binding Contract:** We understand that this Bid, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- **Not Bound to Accept:** We understand that you are not bound to accept the lowest evaluated cost Bid, the Most Advantageous Bid or any other Bid that you may receive; and
- **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.

Name of the Bidder: *[insert complete name of the Bidder]*

Name of the person duly authorized to sign the Bid on behalf of the Bidder: **[insert complete name of person duly authorized to sign the Bid]*

Person signing the Bid shall have the power of attorney given by the Bidder. The power of attorney shall be attached with the Bid Schedules.

Title of the person signing the Bid: *[insert complete title of the person signing the Bid]*

Signature of the person named above: *[insert signature of person whose name and capacity are shown above]*

Date signed *[insert date of signing] day of [insert month], [insert year]*

Bidder Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: *[insert date (as day, month and year) of Bid submission]*

RFB No.: *[insert number of Bidding process]*

Page _____ of _____ pages

1. Bidder's Name <i>[insert Bidder's legal name]</i>
2. Bidder's actual or intended country of registration: <i>[insert actual or intended country of registration]</i>
3. Bidder's year of registration: <i>[insert Bidder's year of registration]</i>
4. Bidder's Address in country of registration: <i>[insert Bidder's legal address in country of registration]</i>
5. Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
6. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above. <ul style="list-style-type: none">• Legal and financial autonomy• Operation under commercial law
7. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership. <i>the successful Bidder shall provide additional information on beneficial ownership, using the Beneficial Ownership Disclosure Form.</i>

Qualification Information

1- Individual Bidders:

1. Constitution or legal status of Bidder: *[attach copy]*

Place of registration: *[insert]*

Principal place of business: *[insert]*

Power of attorney of signatory of Bid: *[attach]*

2. Total annual volume of Services performed in (3) years, in the internationally traded currency specified **in the SBD**: *[insert]*
3. Services performed as prime insurance services on the provision of Services of a similar nature and volume over the last (3) years. The values should be indicated in the same currency used for Item 1.2 above. Also list details of Services under way or committed, including expected completion date.

Project name and country	Name of company and contact person	Type of Services provided and year of completion	Value of contract
(a)			
(b)			

- 81- Qualifications and experience of key personnel proposed for administration and execution of the Contract. Attach biographical data.

Position	Name	Years of experience (general)	Years of experience in proposed position
(a)			
(b)			

- 82- Financial reports for the last (3) years: balance sheets, profit and loss statements, auditors' reports, etc. List below and attach copies.

- 83- Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of support documents. We certify/confirm that we comply with eligibility requirements.

- 84- Name, address, and telephone, telex, and facsimile numbers of banks that may provide references if contacted by the Ariana Afghan Airlines.

- 85- Information regarding any litigation, current or within the last (3) years, in which the Bidder is or has been involved.

Other party(ies)	Cause of dispute	Details of litigation award	Amount involved
(a)			
(b)			

2-Additional Requirements:

- Bidders should provide any additional information required in the SBD.

Section V - Fraud and Corruption

The bidder shall sign and stamp this Form of Integrity Pact which is a mandatory requirement of Ariana Afghan Airlines. Failure to comply with this requirement shall result in automatic rejection of the bid.

53- Integrity Pacts:

{Name of insurance Service Providing Company} hereby declares its intention not to obtain or induce the procurement of any contract, right, interest, privilege or other obligation or benefits from government of Afghanistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it through any corrupt business practice.

Without limiting the generality of the foregoing, {Name of insurance Service Provider Company} represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Afghanistan either directly or indirectly through any natural or juridical person, including its affiliate, representative, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder’s fee or kickback, whether described as consultation fee or otherwise, with the object of object of obtaining or including the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from government of Afghanistan, except that which has been expressly declared pursuant hereto.

{Name of insurance Service Provider Company} Certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with Government of Afghanistan and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

{Name of insurance Service Provider Company} accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Government of Afghanistan under any law, contract or other instrument, be voidable at the option of Government of Afghanistan.

Notwithstanding any rights and remedies exercised by Government of Afghanistan in this regard, {Name of insurance Service Provider Company} agrees to indemnify Government of Afghanistan for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Government of Afghanistan in an amount equivalent to ten times the sum of any commission, gratification bribe, Finder’s fee or kickback given by {Name of insurance Service Provider Company} as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from Government of Afghanistan.

Signature of the insurance Service Provider Company

{Name, Title and address}

Official Seal

Section VI : insurance service Agreement

The agreement should be provided by insurance company