

REQUEST FOR QUOTATION

Date: 02 May 2022

From:

Norwegian Refugee Council (NRC)

Address: Gadarif Office – East Jobarab – Alriyada Street - Gadarif Sudan

Contact person: **Asmaa Mohammed Elnur**

Position: Procurement Coordinator

Email: SD.procurement@nrc.no

Deadline for submission: 07th June 2022 @ 12:00 PM

All interested and eligible firms are requested to submit their offers by hand in **sealed envelopes** submitted to the address specified above or Completed tender documents to be sent to electronic tender box sd.tenders@nrc.no

The site visit will be conducted on **05th June 2022 - Babikri camp @ 10:00 am (See below details).**

The following annexes attached to the document:-

Annex 1: Bill of Quantities

Annex 2: Drawing

1 - Construction of three multipurpose shelters at Babikri camp
Based on attached drawings and BOQs:

CONSTRUCTION OF THREE COMMUNAL SHELTERS IN BABIKRI
BILL OF QUANTITIES

The specified works include supply of materials, labor, providing water and electricity and all other requirements to implement the job perfectly. The bidder must visit the site prior to submission of bid documents. The cost of this item should be included/embedded in the other items.

No.	Description	Unit	Qty	Unit cost	Total cost
1	MOBILIZATION				
1. 1	Mobilization of labor, tools and machinery required for implementaton	LS	1		
2	SITE CLEARANCE				
2. 1	Site clearance and improvement after work completion and before handover	LS	1		
3	EXCAVATION				
3. 1	Excavate to the required depth the foundation 40x100cm	M ³	40		
4	MASONRY AND CONCRETE WORK FOR THE FOUNDATION				
4.1	Supply materials and build quarry stones masonry foundation with C/S mortar (1:8) width of wall 40cm, height 170cm (70cm above the ground) . Quantities not including foundation for columns, which will be in concrete	M ³	60.11		
4. 2	Supply materials and cast foundation concrete blocks 40x40x170cm, concrete (1:3:6), rates includes all related works	M ³	7.89		

5 BACKFILLING					
5.1	Supply materials and fill sub base layer of 70cm selected materials mixed with harcore under floor slab, rate includes leveling, watering and compaction by layers of 20cm max each.	M ³	103.83		
6 STEEL WORK/ WALLS					
6.1	Metallic columns I section profile 140x70x6mm. Rates include all related works (welding, antirust, etc.)	M	118.90		
6.2	Cross bracing on sides as per the drawing, using 50x50x3mm angle section metallic elements. Rates include all related works (welding, antirust, etc.)	M	114.80		
6.3	Internal horizontal bracing using 50*100*3mm hollow section metallic elements. Rates include all related works (welding, antirust, etc.)	M	40		
6.4	Side horizontal reinforcements using 40*60*1.5mm hollow section metallic elements. Three lines allowing fixture of CGI sheets and iron mesh on walls. Rates include all related works (welding, antirust, etc.)	M	174		
7 WALLS					
7.1	CGI sheets 3.5 mm thick applied on the outer part of walls (upper side and lower side) as per the drawings. Rates includes all related works	M ²	114.2		
7.2	Iron mesh 3mm diameter, with 25x25mm maximum square openings	M ²	78.4		

7.3	Plastic sheeting fixed on the outer part of the iron mesh wall as movable curtains. Rate include a hanging system and as well as other related works including all required reinforcements (plastic sheeting to be procured)	M ²	75.6		
8	DOORS				
8.1	New 300x250cm double doors with metallic frame (100x50, 60x40 and 40x40 metallic tubes) and CGI sheet 3.5mm thick as outer panel. The door has a grilled 40cm high i The rates including all related works such as antirust paint	Pcs	2		
9	CONCRETE FLOOR, STAIRS AND PLASTER				
9.1	Supply materials and cast 10cm thick concrete (1:2:4) for ground slab. Include expansion joints allowing divisions of 2.5x3.3m (four parts in the width side, six parts in the length side), joints should be made using a 8mm plywood, depth not less than 25mm. Rates include all related works.	M ³	20		
9.2	Supply materials and apply a 2cm layer of cement mortar 1:4 mix ratio, to make the concrete floor surface even but slightly rough. Rates include all related works.	M ³	4		
9.3	Concrete stairs, laid on a stone masonry bed. Rates include plaster and finishing works	M ²	57.2		
9.4	Supply materials and plaster elevated foundation walls C/S mortar (1:6).	M ²	29.4		
TOTAL COST FOR ONE COMMUNAL SHELTER					
TOTAL COST FOR THREE UNITS					

2- IMPORTANT NOTE:

You can use the above table

OR you can print your quotation on your own letter-head documents.

Your quotation shall be printed, **signed and stamped**.

Don't forget to include your **company name, address, contact details as well as your tax number**.

Prices must include VAT (in prices or in total).

If different taxes & fees apply, please specify them all in your quotations and include them all.

Important Remarks:

- Sub-contracting and Joint venture can be accepted. The contractor must include the name, and company profile of potential subcontractors or partners.

SITE VISIT

The Bidder, at the Bidder's own responsibility and risk, is **compulsory to visit** and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.

The site visit will be conducted on **05th June 2022 - Babikri camp @ 10:00 am.**

Site visit is mandatory for supplier eligibility, the supplier will be given visit form signed by both NRC representative and supplier.

Contractors are invited to a site visit:

Contractors interested in this tender must contact **Eng. Eihab Issa, Shelter Team Leader** on the above-mentioned date to confirm site visit.

Phone Number: +249 91 000 5996 - +249 91 313 3380

OR

Abdulaziz Omer – Logistics Cordinator +249 92 819 5676

Wacays Mohamed Ahmed : ++249 91 173 6017

Questions of any kind will be most welcomed. In line to ensure fair and transparent process all answers will be given to all present suppliers.

The visit is mandatory. At the end of the visit, a receipt will be given to the contractor to prove his participation to the visit. The receipt must be included in the envelop as a mandatory document.

Warranty period & Defect liability guaranty:

A warranty period of 120 days will be observed. This period will start the day following the reception of the completed work. During the warranty period, the contractor will be obliging to resolve / correct all defects notified to him by NRC.

10% of the total value of the contract will be retained by NRC to cover the warranty period.

The retained amount will be paid once all defects (if any) have been corrected, and within 15 days after the end of the warranty period in case no defects were notified to the contractor.

3 - Please answer the questions:

Questions	Answers
<p>What is the currency of the offer? (SDG, USD, other...) Note that NRC will favour quotes in USD. Please read below regarding USD payments.</p> <p>DO NOT PROVIDE QUOTES IN BOTH SDG AND USD CURRENCIES.</p>	
<p>Please confirm your offer inclusive Net price after deduction of discounts</p>	
<p>Please confirm your prices include all taxes and fees (net prices) : (if not, please explain and detail the taxes & fees)</p>	
<p>If your offer is in USD => payment will be made by bank transfer.</p> <ul style="list-style-type: none"> - Do you have a USD account in Sudan ? if YES, then in which bank. - Do you have a USD account abroad ? if YES, then in which bank. <p>(please provide bank details for each account)</p> <p>Please read the note below regarding payments in USD and quote accordingly.</p>	
<p>Do you accept payment after completion of work? (if not, please explain your payment terms)</p>	
<p>What is the validity period of your offer? (in days) (Preferable 60 days)</p>	
<p>Please confirm that you will be able to transport all the necessary machines to the site locations, and that you will ensure the security of your equipment once on site.</p>	
<p>The sites are located in Refugee Camps. Your company and all your workers must commit to respect the camp population and to follow the rules and regulations implemented in the camp, especially regarding safety and security, and employment of refugees. By submitting a quote, you confirm your commitment</p>	
<p>Please confirm that your company have the necessary insurances to protect your employees, your equipment, the work site and any third party.</p>	
<p>Please confirm you can deliver to our address in : <u>Babikri Camp – Gadarif State</u></p>	

4 - Accepted methods for submission of quotation / offer :

We recommend you to fill up this Request for Quotation directly on your computer. You can also print it and fill it up by hand if you have not access to a computer. You can submit the price offer by using the table on page 1, or by using your own proforma document.

- Hand delivery to NRC office mentioned above on the first page.
- OR**
- Electronic tender box sd.tenders@nrc.no

Your quotation / offer **must be signed and stamped** on all pages (including the present Request for Quotation).

IMPORTANT NOTE regarding USD quotes and payments :

- You must choose between quoting in USD or quoting in SDG.
 - o **Do not provide quotes in both currencies. If you do so, only your quote in USD will be considered for assessment.**
- If your quote is in USD, then you will be paid in USD.
 - o **You must be in capacity to accept the payment.**
- NRC will favour payment in USD, in Sudan, in the same bank.
- NRC has USD bank accounts in :
 - o Blue Nile Mashreg Bank
 - o United Capital Bank.
- For payment within Sudan, you must have a bank account in one of the same bank as NRC.

We encourage you to contact us directly if you have questions or need clarifications before submitting your quotation.

4 - Your Company details:

- **General information**

Name of the company		
Name of the owner(s) Date of birth of the owner(s) <i>(mandatory for screening)</i>		

Address of the company		
Name of contact person		
Position		
Email		
Phone		

- **Company bank account details:**

Beneficiary name:

Beneficiary account no.:

Beneficiary Bank:

Bank branch:

SWIFT:

IBAN:

Bank address:

- **References**

Please provide details of at least 3 client references whom NRC may contact, preferably from NGOs and UN agencies, for similar related works:

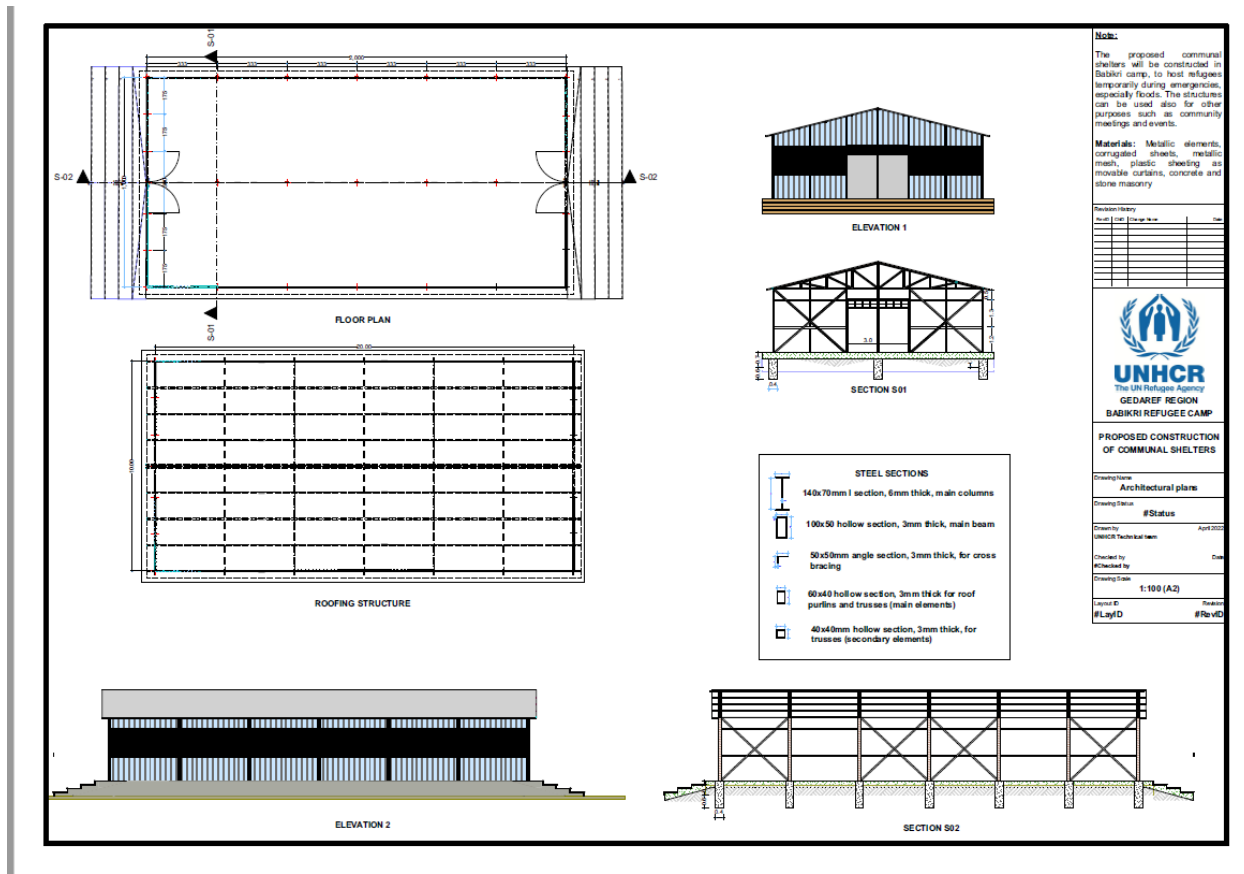
Client/company name	Contact person	Phone	Email	Contract details (works, location, size, value, etc)
1.				
2.				
3.				
...				

- **Equipment**

Please provide details of any relevant machinery/equipment/vehicles owned by the company that would potentially be used for construction: (do not mention rented items):

Type of machinery/ equipment/ vehicles	Quantity
1.	
2.	
3.	
4.	
5.	
6.	
...	

• **Design**



5 - Mandatory documents to attached to your quotation / offer :

Please check that you are providing all of the below mentioned documents:

Mandatory documents	Checked (Y/N)
Copy of renewed business license – <u>Compulsory</u>	
Copy of VAT registration – <u>Compulsory</u>	
Company tax registration certificate – <u>Optional</u>	
Availability of Machinery Trucks - <u>Compulsory</u>	
Past contracts/ POs as proof of experience for similar contracts – <u>Compulsory</u>	
Financial Statement from your bank for the last two Year – <u>Compulsory</u>	
Detailed delivery schedule - <u>Compulsory</u>	
Company Profile – <u>Optional</u>	
NRC Request for Quotation (filled up, signed and stamped) - You can use the RFQ table above - Or any other format of your choice, but specifying all items in the RFQ list. You must Sign and Stamp each page.	

You can also attach additional documents such as photos, company profile, certifications...

6 - Payment information:

For payment by cheque, please indicate under which name NRC shall issue the cheque. You can write name in Arabic or in English. **(For Payment in SDG)**

7 - Other information:

Payment will be made by bank transfer/cheque only.

All suppliers doing business with NRC should maintain high standards on ethical issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. NRC reserves the right to reject quotations provided by suppliers not meeting these standards.

Vendors doing business with NRC will be screened on anti-corruption due diligence before NRC confirms an order or contract.

NRC aims to purchase products and services that the minimum environmental impact. Environmental considerations form part of the NRC selection criteria, and NRC reserves the right to reject quotations provided by suppliers not meeting these standards.

NRC is obliged to ensure that its procurement decisions are clearly justified and documented and keeping within the Donors mandatory principles. In that regard, full and on-the-spot access must be granted to representatives of NRC, the Donor or any organisation or person mandated by it, to premises belonging to NRC or its contractors. The right to access shall include all documents and information necessary to assess, or audit the implementation of the contract

NRC reserves the right to accept or reject the whole or part of your quotation based on the information provided. Incomplete quotations which do not comply with our conditions will not be considered.

Shortlisted suppliers may be required to submit samples of each item. Please be sure to have all samples available at short notice, and wait for a response from NRC if you have been shortlisted.