

Reference: Requisition #4001767

Construction of Four Drop Latrines in Port-Sudan in Red Sea State

1. Background:

Nearly two years since the violent eruption of conflict in Sudan, over 10.9 million people have been displaced internally, escalating violence continues to deepen the humanitarian crisis, Sudan is also battling multiple disease outbreaks, including cholera, exacerbated by widespread destruction of health and WASH infrastructure, Vulnerable groups including female headed households, older persons, and persons with disabilities, face disproportionate challenges in accessing WASH and other essential services.

World Vision Sudan seeks to enhance sanitation infrastructure for Internally Displaced Persons (IDPs) at four gathering sites in Port Sudan, where there is an acute lack of adequate facilities. This project will address this gap through the construction of a four- drop latrine. The project places a strong emphasis on both inclusivity, with a design accessible to people with disabilities, and sustainability, with the facility planned for future use by a school child. This Terms of Reference outlines the requirements for the construction of this facility.

2. Purpose of Assignment:

The purpose of this assignment is to:

Construct Four (4) Drops Latrines in Port Sudan Locality, ensuring: completeness, high quality implementation according to attached technical specifications and deliver of work in the contracted time.

3. Scope of Work:

The Contractor shall be fully responsible for the execution, completion, and handover of the latrine construction project. This includes providing all necessary labor, materials, equipment, and supervision to perform the works. The scope includes, but is not limited to, the following key areas of responsibility:

3.1 Project Management and General Responsibilities:

Overall Execution: The Contractor's primary responsibility is the full and satisfactory completion of all works as detailed in the attached Bill of Quantities (BoQ), technical specifications, and approved drawings.

Work Plan and Schedule: The Contractor shall prepare and submit a detailed Work Plan and Project Schedule for approval prior to the commencement of any site activities. This schedule must outline key milestones, critical path activities, and provide clear start and end dates for the project.

Material Logistics: The Contractor is responsible for the procurement, transportation, handling, and secure on-site storage of all materials required for the successful completion of the works."



3.2 Health, Safety, and Environmental (HSE) Management:

Site Security and Demarcation: The Contractor shall securely demarcate the entire work area to prevent unauthorized access. Adequate hazard warning signage must be erected to ensure the safety of the general public and site personnel.

Personal Protective Equipment (PPE): The Contractor must provide all necessary and appropriate PPE (e.g., helmets, safety footwear, gloves) for all their workers, supervisors, and engineers, and must enforce its proper use at all times.

Site Housekeeping and Waste Management: The site must be kept clean and organized on a daily basis. All construction waste and debris shall be disposed of in an environmentally responsible manner, strictly adhering to all local laws and regulations.

3.3 Quality Assurance and Control:

Contractor's Site Engineer: The Contractor must assign a qualified and competent Civil Engineer to supervise the works. This engineer must possess a minimum of two years of experience in managing similar construction projects and will serve as the primary technical point of contact on-site.

Material Approval: All materials delivered to the site are subject to inspection and approval by the World Vision Engineer prior to their use in the works. Any materials deemed non-compliant with the specifications will be rejected and must be removed from the site at the Contractor's expense.

Provision of Equipment: The Contractor is responsible for providing, maintaining, and operating all necessary tools and equipment required for the successful execution of the works, including but not limited to surveying equipment (levels, total station), compaction tools, and concrete mixers.

Workforce Competency: The Contractor is solely responsible for ensuring that their workforce (laborers and tradesmen) is skilled, competent, and physically fit for the duties assigned, in compliance with all local labor laws.

3.4 Technical Scope of Civil Works:

The Contractor shall execute all civil works required to complete the project. The principal activities shall include, but are not limited to, the following:

- Mobilization and setup of site facilities.
- Site clearance, preparation, and setting out.
- Excavation works for foundations and substructures.
- Backfilling and compaction work.
- All required foundation and reinforced concrete works.
- All masonry works (blockwork/brickwork).
- Complete roofing structure and covering installation.
- Installation of doors, windows, and any specified openings.
- All finishing works, including plastering and painting.
- All required plumbing and sanitation installation works.



- All required electrical works, if applicable.

4. Minimum Eligibility Requirements:

The bidder must submit the following documents:

Have you Submit?	Y/N
Company profile	
Company registration (Mandatory)	
Tax registration certificate (Mandatory)	
Registration with contractor's union/other professional body or regulator (Mandatory)	
Personnel CVs of key personnel- or List of personnel	
List and value of projects performed for the last year, plus client's contact details.	
Latest audited financial statement (income statement and balance sheet) including auditor's report for the last year (2024)	
Detailed implementation plan (DIP)	
Joint venture agreement if applicable	
Detailed quotation and financial offer	
Signed copy of World Vision policies, safe guarding and supplier code of conduct	

5. Evaluation Criteria:

Bids will be evaluated based on:

- Compliance with technical specifications and quality requirements.
- Cost-effectiveness.
- Proven experience in similar assignments.
- Capacity to deliver at the specified specifications and duration.
- Reputation and past performance with NGOs or humanitarian agencies.

6. General Terms and Conditions of the Contract:

- Retention: 10% of contract value retained for 3 months post-substantial completion.
- Defects Liability: Contractor to correct any defects identified during the DLP.
- Penalty for Delays: 1% of contract value per day, up to a maximum of 10%.

Schedule of payment:			
Milestone	Percentage	Time frame for Milestone	
1 st Milestone instalment	30%	1 st Milestone instalment will be paid after Completion and approval 30% of work within 15 days	



2 nd Milestone instalment	30%	2 nd Milestone instalment will be paid after Completion and approval 60% of work within 15 days	
3 rd Milestone instalment	30%	3 rd Milestone instalment will be paid after Completion and approval 100% of work within 15 days	
4 th Milestone instalment	10%	As Retention and will be paid After the completion of the defect liability period (DLP)	

7. Terms and Conditions:

1. **Currency of Quote:** USD (United State Dollar)
2. **Quote:** Fill in Letterhead Quotation, signed and stamped then attach online in ProVision
3. **Offer Validity:** 1 month
4. **Stock Availability:**
5. **Lead Time:** 45 Days
6. **Delivery Locations:** Port Sudan
7. **Past Experiences:** evidence **Purchase Order or Contract**
8. **Financial Capacity:** **Bank Statement (June – Aug 2025)**
9. **Payment Term**
10. **Registration Certificates (Companies or Individual)**
 - (i) Certificate of Incorporation
 - (ii) Tax Compliance Certificate
 - (iii) Chamber of Commerce Certificate
 - (iv) Trader License (State / Town Council / Municipality)
 - (v) MOU & Article of Association (Shareholder List & ID Card)

8. Bid Submission Details

Deadline for submission: [25th October 2025]

Submission method: Email to [scm_sudan@wvi.org]

OR physical submission to [Port Sudan Office]

#**Contact for Administrative inquiries:** [Email: Ibrahim_Bakhit@wvi.org & Tel: (+249)900934218]

#**Contact for Technical inquiries:** [Email: Almustafa_abulhalim@wvi.org & Tel: (+249) 123 064 743]

Simon
16/10/2025
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