

## ITB Scope of the Works (SoW) and Work Schedules

**eSourcing Reference: ITB/2019/8598**

### GENERAL INFORMATION

<b>Works Description:</b>	Installation of HDPE Pipe Laying and Jointing Works in El-Fasher, North Darfur; Republic of Sudan
<b>Project/Program Title:</b>	Urban Water for Darfur Project (UW4D); Sustainable and more equitable access to water, and improved sanitation and hygiene behavior in targeted state capitals in Darfur
<b>Design Review Unique ID:</b>	<b>M11556720</b>
<b>Workstation:</b>	El-Fasher, North Darfur in Sudan
<b>Type of the Contract:</b>	Measured Price Contract Agreement
<b>Construction Duration:</b>	Eight (8) months for the Whole Work
<b>Expected Start Date:</b>	March 30, 2019

### I. PROJECT BACKGROUND

The Urban Water for Darfur Project (UW4D) Project is being implemented by the United Nations Office for Project Services (UNOPS) in partnership with the United Nations Children's Fund (UNICEF) with funding by the UK Department for International Development (DFID). The Project is being implemented in coordination with the Drinking Water and Sanitation Unit of the Government of Sudan (GoS), and the Darfur State Authorities and Urban Water Administrations (UWAs) in the capitals of four states of Darfur: El Fasher - North Darfur, Zalengei – Central Darfur, Nyala –South Darfur and Geneina – West Darfur. However, development of Water Master Plan and Implementation of the Master Plan recommendations are being implemented in the two towns only – El-Fasher, North Darfur and Zalengei, Central Darfur.

The UW4D project has got two major components: development of Master Plan and Implementation of the Master plan recommendations, where the master Plan has been conducted in four volumes:

- Volume I: Water Supply Technical Appraisal
- Volume II: Water Market Assessment
- Volume III: Urban Water Supply Institutional Assessment
- Volume IV: Financial Sustainability and Water Tariff Study

Volume I have collected the essential technical information and data pertaining to the current water supply systems, as well as that required for the future water supply needs of the target towns. It contains a technical/engineering assessment and appraisal of the water supply systems and defines priorities for the short, medium- and longer-term water needs of urban, peri urban and IDP populations. Borehole pumping tests and ground water studies at Wellfields, which are the basis for reaching to the recommendations towards improvements of the town water supply system. One of the major recommendations of Volume I is to extend the water supply network to Peri-Urban Areas through construction of water kiosks, which would be operated and managed by the user community. The community have already established the water committees in both towns.

In parallel, a survey was conducted under this project in El-Fasher. The result of the survey has clearly identified the existence of incomplete new water supply lines laid by Transitional Darfur Government (TDRA) during 2012 in El Fasher Town. These pipe networks have been considered for the proposed extension works along with completion of the missing segments. Detail hydraulic calculations along with the corresponding drawings have

been prepared for the extension of the water supply system to Peri-Urban areas, which has been included as part of the annexes to this scope of work.

The results of Volume II have been used to inform other volumes, while Volume III and IV focus of Institutional and Tariff studies respectively. All construction works are being implemented based on Water Master Plan Volume I recommendations.

## II. GENERAL DESCRIPTION OF THE WORKS

Water Supply Pipe Extension Works focus on extension of pipe network to unserved areas in El-Fasher mainly, Peri-Urban areas. The activity includes laying of pipes of different sizes ranging from 650mm down to 63mm with a total length of 75,100m in El-Fasher. Extension works in El-Fasher has considered the partially laid (but not in use) water supply network under TDRA<sup>1</sup> project. The existing pipes have been identified during the topographic survey (attached is the complete layout of the pipes), followed by physical check and confirmation of the pipes and conditions, which has resulted in identification of number of incomplete segments. These segments have been identified in terms of pipe material, size and length. Hydraulic analysis has been conducted using Epanet software to confirm the appropriateness of the existing pipe size as well as the corresponding pressure requirements. Details of the hydraulic calculations have been included as part of Annex to this SOW as well. The pipe laying work also includes installation of valves, construction of valve chambers and installation bulk water meters as indicated in the Bill of Quantities.

## III. SPECIFICATIONS

Refer the detail "General Technical Specification" uploaded on eSourcing Procurement Portal

## IV. ORGANIZATIONAL REQUIREMENTS AND KEY PERSONNEL

The prospective Contractor/Bidder is expected to meet the following minimum organizational requirements:

- Bidder must have a minimum of **seven (7) years'** experience in construction sector and satisfactorily completed at least **five (5)** similar projects in the last **seven (7) years**. The Bidder must also demonstrate its ability to complete high quality works by attaching **at least three (3) of references** with full contact details as per the template preferably from clients such as UN Agencies, International NGOs, Multinational companies, etc.;
- It should be **GC FOUR AND ABOVE CATEGORY** certified by Engineering Council that clearly indicate the LEVEL;
- It should demonstrate its capabilities and understanding of the Scope of Works (SOWs), Bill of Quantities (BoQ) and Drawings in its technical proposal shall;
- It should provide a brief description of its financial standing; and clearly demonstrate its financial strength as well as its financial plan (if any) to successfully complete the construction project within the contract timeline;
- **Financial Liquidity:** Current Ratio (Current Asset / Current Liability) **MUST be at least 1.00**;
- **Financial capability – Sales Turnover:** Bidders should have average annual sales turnover of minimum **US\$ 700,000.00** in the **last five (5) years**;
- Prospect Contractor/Bidder must demonstrate financial capacity through provision of the past **TWO RECENT AUDITED FINANCIAL STATEMENTS**;
- Provide tabular summary of the respective Audited Financial and/or its equivalent Statements (Income Statement and Balance Sheet) in the **last two (2) years**. Please convert the currency into **US\$** at the prevailing exchange rate during the F/S preparation if prepared in different currency; and There **SHOULD NOT** be any adverse report regarding the consultancy service for at least **five (5) years** preceding the date of bid opening.

<sup>1</sup> Transitional Darfur Regional Authority

## V. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

UNOPS will be responsible for the entire project management. Hence, UNOPS will assign a Project Manager who will be responsible to coordinate the overall management of this project. In addition, UNOPS will assign a Project Engineer that will be responsible to monitor the day-to-day activities on each site. She/he will be responsible to ensure that the Contractors implement according to the agreed quality criteria and timeline.

Contractor is required to develop and submit work plan every month in line with the approved overall work plan and work schedule. Similarly, the Contractor is expected to submit progress report every month.

In addition, the Contractor will provide progress report when deemed necessary upon the request of UNOPS. The contractor will also facilitate site visit upon the request of UNOPS by availing the necessary Health and Safety (H&S) measures.

## VI. PAYMENT MODALITY AND AUTHORITY

Prospective Contractor/Bidder shall be paid on Measure and Pay modality and only after Approving Authority of the project confirms the successful completion as per respective Bill of Quantities (BoQs) set for each sites in this ITB.

## VII. INSTRUCTION WHEN SUBMITTING PRICED BOQ FOR EACH SITE ALONG RETURNABLE BID SCHEDULE

The bidder is strongly advised to follow the below instructions when filling out Bill of Quantities (BoQ):

1. You are not allowed to change any works description on this BOQ.
2. You are only required to fill in the cells under the column "Rate/Unit Price" corresponding to works description in **US\$**
3. **Upon filling in the Rate and/or Unit Price, all other calculations will be done automatically, meaning you do not have to temple with any other cell within this spread sheet.**
4. The summary sheet will also be fill in automatically; you do not have to temple with it.
5. At the bottom of the BoQ sheet, you are also required to sign in the space left for it to authenticate the submission
6. UNOPS has factor in the various percentages, which cannot be change. They are fixed and base on your total price, these will be calculated automatically.
7. Please note that this BoQ forms is part of the "**Returnable Bid Schedules**" and as such should be returned (**BOTH THE PRINTED AND DULY SIGNED FORM; and the Excel Soft copy for Arithmetic check**) along with all other documents when submitting your tender.
8. Attached are all returnable schedules to be appropriately fill in and return along with your submission.
9. **IMPORTANT:** The Returnable Schedules shall have **THE FOLLOWING FILE NAMES** to let Technical Panel **EASILY LOCATE AND EVALUATE** your bids:

-  Bid Submission Form
-  Other
-  Price Schedule Financial Proposal

Under "**Bid Submission Form**" **Folder** the pdf File Names shall have the following details:

 Returnable Bid Schedule 1 - Bid Submission Form.pdf

Under "**Other**" **Folder** the pdf File Names shall have the following details:

Name	Size
 Returnable Bid Schedule 3 - Bidders Detail.pdf	
 Returnable Bid Schedule 5 - Bidder Preliminary Programme.pdf	
 Returnable Bid Schedule 6a - Proposed Project Team and Org. Structure.pdf	
 Returnable Bid Schedule 6b - Key Personnel CVs and Supporting Docs.pdf	
 Returnable Bid Schedule 7 - Insurance Policies.pdf	
 Returnable Bid Schedule 8 - Capacity, Experience and Works.pdf	
 Returnable Bid Schedule 9 - Implementation Quality Mgt Systems.pdf	
 Returnable Bid Schedule 10 - Health and Safety Management System.pdf	
 Returnable Bid Schedule 11 - Environmental Management System.pdf	
 Returnable Bid Schedule 12 - Proposed Contractors and Suppliers.pdf	
 Returnable Bid Schedule 13 - Proposed Sources of Materials.pdf	
 Returnable Bid Schedule 14 - Outline of Proposed Methods.pdf	
 Returnable Bid Schedule 15 - Declaration.pdf	
 Returnable Bid Schedule 16 - Conflicts of Interests.pdf	
 Returnable Bid Schedule 17 - Dispute Details.pdf	
 Returnable Bid Schedule 18 - Addanda to ITB.pdf	
 Returnable Legal and Supporting Documents.pdf	

- **Note:** "Returnable Legal and Supporting Documents" pdf file shall have copies of Renewed Business Registration/License; Certificate of Incorporation; VAT/Tax Certificate; Taxpayer Registration Certificate; Certificate of Competence (CoC) for GC/BC Four (4) and above by Authorized Government Entity; Audited Financial Statements; duly signed Certificates of Satisfactory Completion from respective Clients, and any other Supporting Documents.

Under "**Price Schedule Financial Proposal**" the pdf and Excel File Names shall have the following details:

 19-02-25 - Returnable Price Schedule - Priced BoQ - El-Fasher.pdf
 19-02-25 - Returnable Price Schedule - Priced BoQ - El-Fasher.xlsx

## VIII. IMPORTANT INSTRUCTIONS

- Bidders hereby strongly advised to thoroughly read and comply with requirements under "**ITB SCOPE OF WORKS and Technical Specs**" attached hereto when submitting bids.
- Bidders are advised to ensure **signed and bears corporate seal "Returnable Bid Schedules" are uploaded/submitted on e-sourcing portal on or before submission deadline.**
- **BIDDERS ARE STRONGLY ADVISED TO PROVIDE VERY DETAIL AS WELL AS PROFESSIONALLY PREPARED PRELIMINARY WORK PROGRAMME; STATEMENT OF PROPOSED METHODS; H&S, ENVIRONMENT and QUALITY MANAGEMENT SYSTEM; and OTHER REQUESTED INFORMATION SPECIFIED UNDER EACH SCHEDULE. IF ANY OF THESE COMPULSORY TECHNICAL PROPOSAL DETAILS IS/ARE MISSED, YOUR BID IS SUBJECT TO "NOT SUBSTANTIALLY COMPLIANT" HENCE BE REJECTED IN DUE COURSE OF BID EVALUATION.**
- **Bidders MUST ENSURE PROPOSED KEY PERSONNEL match UNOPS educational, work experience and language requirements and attach their respective CV, Educational testimonials and work experience supporting documents.**
- Bidders **MUST ENSURE** to upload Renewed Business Registration/License; Certificate of Incorporation; VAT/Tax Certificate; [Certificate of Competence \(CoC\) for GC/BC Three \(3\) and above by Authorized Government Entity](#); Audited Financial Statements of the past two (2); duly signed [Certificates of Satisfactory Completion from respective Clients](#), and any other Supporting Documents.

- Bidders are strongly advised to submit the **Excel Sheets for "PRICED BoQ Returnable Price Schedule 4" along the pdf format.**
- UNOPS will negotiate with bidders, if the quoted amount is exceeding the Engineer Estimate (EE) as well as prevailing market materials, labor, and construction equipment lease prices which is prepared as per the prevailing market price.
- The evaluation criteria reflect the information being requested in the **Returnable Bid Schedules**. Some of the Returnable Bid Schedules are marked as "**Pass / Fail**", whereas evaluation criteria for some of the schedules are marked as "**To be checked by UNOPS and clarified if necessary**". If a bid fails a "**Pass / Fail**" criteria they are ineligible and require no further evaluation. Non-compliance with "**To be checked by UNOPS and clarified if necessary**" evaluation criteria, such as those established under schedules **3, 7, 10,11,12, 13, 15 and 16 (Measured Price) 3, 7, 10,11,12, 13, 15 and 16, (Short Form) 1, 2, 8,9,10, 11 and 12 (Minor Works)** may be rectified by the bidders prior to their (non) selection. If the bidders are failed to provide the clarification within the stipulated time by UNOPS, then these bids shall be failed in the solicitation process. Missing historical documents in the 'Pass / Fail' allocating schedules may also be requested from the bidders by UNOPS at its own discretion through bid clarification process.
- Bidders are STRONGLY ADVISED to **UPDATE** their respective **UNGM CONTACT EMAIL PROFILE** to be **CORPORATE EMAIL ACCOUNT** instead of commercial email such as *gmail.com, yahoo.com, Hotmail.com, ...*
- Bidders are STRONGLY ADVISED to **CORPORATE EMAIL ACCOUNT of their referees (clients to whom a bidder managed their construction projects which could be either completed or underway)** instead of commercial email
- Bidders are strongly advised to meet the submission deadline and avoid IT related glitch while **submitting bids at last hour.**

## IX. POST QUALIFICATION ACTIONS

UNOPS has the right to carry out reference checks with a proposed Bidder regarding:

- Verification of accuracy, correctness and authenticity of the information provided by the bidder on the legal, technical and financial documents submitted;
- Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team;
- Inquiry and reference checking with Government entities with jurisdiction on the bidder, or any other entity that may have done business with the bidder;
- Inquiry and reference checking with other previous clients on the quality of performance on ongoing or previous contracts completed;
- Physical inspection of the bidder's plant, factory, branches or other places where business transpires, with or without notice to the bidder; and/or
- Testing and sampling of completed Works and ancillary services similar to the requirements of UNOPS, where available.

## X. ANNEXES TO THE SCOPE OF WORKS (SOW)

Detail pipe laying and structural drawings are attached as Annexures for your further reference.