



**From: Name of the company/ organization/ service provider**

**Subject: Upgrading Hand Pump to Mini-Water Yard - in Wadi-Salih (Morrow) village within Central Darfur State**

**Bid Ref: BHA/CDS/PR1006674**

The Near East Foundation (NEF) / Sudan office is seeking qualified offers for the above mentioned upgrade services. Individual/Firm/Institution is kindly invited to submit your best and final Bids for the requested services. Your bid could form the basis for a contract between your Individual/Firm/Institution and the Near East Foundation.

To enable you to submit the bid, please find enclosed:

1. Annex I: TOR Terms of Reference containing a description of NEF requirements for which these services are being sought;
2. Annex II: BOQ and location.
3. Annex III: bid Submission Form, to be completed and returned with your bid

This letter is not to be construed in any way as an offer to contract with you as Individual/Firm/Institution.

### **Manner of Submission**

1. Your bid shall be prepared in the English language.
2. Your bid shall comprise the following documents:
  - a. **Final Priced bid.**
  - b. **Bid submission form.**
  - c. **Company profile including past performance with similar works completed inside Sudan, certified by end users.**
  - d. **General description of the work details that was previously completed and approved by other implementing partners and WES with any available photos or drawings. This description will be used for the purposes of inspection and acceptance by NEF staff and WES.**
  - e. **Full specifications of the solar power system and the submersible pump with valid warranties.**
  - f. **Warranty on all other items beyond the solar system and the submersible.**
  - g. **Provide more than one options if available.**
  - h. **Provide the time of completion, validity of the bid and warranty.**
  - i. **CVs of the Engineering/ technical staff members who will be assigned to design and execute the work.**



3. **You are free to quote in SDG or USD. If in USD, NEF will provide a cheque with the amount at the final inspection/ acceptance at the final destination.**
4. Your bid shall be prepared in PDF format fully signed and stamped, the bid shall be sent via Email to [procurementsudan@neareast.org](mailto:procurementsudan@neareast.org) before the set deadline.
5. Subject Line: **Upgrading Hand Pump to Mini-Water Yard - in Wadi-Salih (Morrow) village within Central Darfur State**
6. In the body of the email please indicate your company's official name and full address.
7. All pages of the bid must be signed by the duly authorized manager and stamped with the business stamp.
8. Bid must be received by NEF at the above email address on or before **22<sup>nd</sup> Jan 2022, 11:59 PM Sudan time**. Any bid received after this date may be rejected. NEF may, at its discretion, extend the deadline for the submission of bids, by notifying all prospective proposers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by NEF at its own initiative or in response to a clarification requested by a prospective proposer.
9. You are requested to hold your bid valid for **30 days** from the deadline for submission. NEF will make its best effort to select Individual/firm/institution within this period.
10. The contract will be fixed price contract covering all works related to the rehabilitation of the boreholes in the set locations.
11. Please note that the cost of preparing a bid and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment.
12. Any requests for clarification should be referred to the email address set above in writing and before the deadline to submit bids. Any written reply to a particular question may be copied to all other invited firms/institutions, at the discretion of NEF.
13. Near East Foundation is not committed to award based on the lowest bids.



## ANNEX I: TERMS OF REFERENCES

### A. Purpose and Scope of Assignment

The Near East Foundation Sudan office is seeking qualified bidder to complete the **Upgrading Hand Pump to Mini-Water Yard - in Wadi-Salih (Morrow) village within Central Darfur State**. NEF desires to enter into a firm fixed price contract for upgrade works, with the scope outlined in the attached BOQ and the list of locations. Any change to the scope/ cost or time of completion should be in writing and after both parties review the reason for the change and the impact on the above factors and additional works must not start before final approvals by both parties in writing on the proposed changes.

**B.** The contractor shall complete all the works, clear and clean the site of any debris, conduct all required tests within the period of performance of the contract, any delay that is not under an approved change order by both party will subject the contractor to delay penalties (1% of the contract value per day up to 15 days after which NEF has the right to terminate the contract).

### C. Service Standards

The Contractor shall provide all original materials and spare parts from the manufacturing company, complete the work, conduct the tests under supervision from NEF point of contact in the field, and submit a formal notification of completion to initiate the final inspection / approval stage. NEF will pay only for completed and inspected works after completion and based on the report from NEF supervising staff.

### D. Quality Control for the Services

The Contractor shall establish and operate to monitor on a regular and continual basis the quality of works provided to NEF, the contractor must share and implement its own quality control process with the supervising NEF staff.

NEF reserves the right to conduct its own quality control inspection any time during the contract period.

The Contractor warrants that all personnel assigned to handle NEF works shall have a strong experience and the capacity to complete the works at the highest quality possible.

NEF will coordinate regular monitoring of the work jointly with WES who will be part of the final inspection and acceptance of the work.

### E. Scope of work:

#### ANNEX II: Mini Water Yards locations

|   |
|---|
| <b>Project Name: Humanitarian Support for IDPs and vulnerable population in WASH, Agriculture and Food Security</b> |
|---|

|  |
|--|
| <b>Bill of quantity for Upgrading Hand Pump to Mini-Water Yard - in Ce Wadi-Salih (Morrow) village within Central Darfur State</b> |
|--|



| Information: Location Wadi-Salih (Morrow) village Total Depth 37- 45 m |  |  |      |     |           |            |
|--|--|--|------|-----|-----------|------------|
| #  | Job                                    | Item description   | Unit | Qty | Unit Cost | Total Cost |
| 1  | Mobilization                           | Mobilization and mobilization of the technical team and equipment  | Job  | 2   |           |            |
| 2  | Cleaning and surface preparation       | Removal of the existing hand pump head, Apron and cleaning of the yard   | Job  | 1   |           |            |
| 3  | Installation of Solar submersible pump | Installation of Solar Submersible pump (Gurondfus) 1.1/4 - to 2 inch, Pump Drop Cable size to suit electric requirement of the motor, using GL pipes to install the pump equivalent to the borehole depth (37-45m), Switch box for the system, Connection Box (Good quality, with circuit breaker), installation of Solar panels (150w) using heavy iron angle and the tower to be raised to 3 m height. | Set  | 1   |           |            |
| 4  | Power supply Unit                      | Fixing back up power supply unit including Generator engine equivalent to Perkins 7-10 KVA one set, and power switch panel.  | Set  | 1   |           |            |
| 5  | Generator house                        | Building of generator house 3X3X2 m with iron sheets with one door and two windows for proper ventilation, the work including fixing of the generator in solid concert plat form, and plastering with cement all the inside house 3x3m   | Job  | 1   |           |            |
| 6  | Construction of fence                  | Construct 15X15X3m fence, using metallic heavy iron pipe (1.5mm) fixed to the ground using solid concrete, the hole dimensions 30x30x50 cm) and fix Concertina above the fence, the fence should be resistance to wind speed 50Km/hr   | Unit | 1   |           |            |
| 7  | Installation of elevated Metallic tank | Metallic tank 21 m3 using heavy iron sheets cylinder shape, inlet & out let using 2 inch GL pipes, silver paints, with donor and NEF logos printed in two sides (75X75cm size).  | Unit | 1   |           |            |



|    |   |   |              |          |  |  |
|----|---|---|--------------|----------|--|--|
| 8  | <b>Metallic Tower</b>                                 | <b>Building of 4 tower pads (1X1X1m) raised up to 4 m height tower using steel beams heavy materials, fixing of attached ladder</b>   | <b>Set</b>   | <b>1</b> |  |  |
| 9  | <b>Construction of water tap points</b>               | <b>Construction of two water tap points with 14 taps each using heavy duty and easy use taps, each tap point fixed to concert slap raised at 1.5 m wall with smooth concrete drainage system.</b> | <b>Point</b> | <b>2</b> |  |  |
| 10 | <b>Construction of donkey cart distribution point</b> | <b>One donkey cart distribution point, using 2 inch GL pipe and 4 m hose, building of good drainage system</b>  | <b>Point</b> | <b>1</b> |  |  |
| 11 | <b>Animal trough</b>                                  | <b>Construction/fixing of 2 standard metallic animal troughs.</b>   | <b>Pcs</b>   | <b>2</b> |  |  |
| 12 | <b>Plat form of the internal yard</b>                 | <b>Plaster all the internal yard 15x15m with inter-locks our concrete with a good drainage slope.</b>   | <b>Job</b>   | <b>1</b> |  |  |
|    |   | <b>Total amount</b>   |              |          |  |  |



**ANNEX III: BID SUBMISSION FORM**

**Ref: BHA/CDS/PR1006674 - Upgrading Hand Pump to Mini-Water Yard - in Wadi-Salih (Morrow) village within Central Darfur State.**

TO: Near East Foundation

Dear Sir/Madam:

Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply the required services for the sum as may be ascertained in accordance with the Price Component attached herewith and made part of this bid.

We undertake, if our bid is accepted, to commence and complete delivery of all items in the contract within the time frame stipulated. We understand that you are not bound to accept any bid you may receive and that a binding contract would result only after final bid analysis are concluded.

**Priced BOQ:**

(Insert your detailed BOQ based on the design proposed and the location of work).

**Turnaround Time**

\_\_\_\_\_ Days after signing the contract by both parties.

Dated \_\_\_\_\_

Signature \_\_\_\_\_

Validity of the offer: \_\_\_\_\_ Days

Duly authorized to sign bid for and on behalf of:



### Contractor Information

Information about the company/ business

معلومات عن الشركة / النشاط التجاري

|  |   |
|--|---|
|  | <b>Name of the company/ organization/ service provider as mention in the registration documents</b> |
|  | <b>Address (road, city, state, country)</b>   |

Please attach: A copy of the registration papers (Key individuals Information: like the general manager, finance manager, board of directors (in case of more than one key individual exist, then each one of them should fill the form separately).

|  |   |
|--|---|
|  | <b>Name in English as in the ID or Passport</b> |
|  | <b>Place of birth: Country / City</b>           |
|  | <b>Date of birth</b>                            |
|  | <b>Nationality of the person</b>                |

Please attach a copy of Personal ID or the Passport