



International Rescue Committee Somalia Program

Request for Proposal (RFP)

REF: PR2SO/DH/261764

Construction Rehabilitation of Community Meeting Space for Waberi.

Planned Timetable	
Issue RFP	6 th Jul, 2018
Last date for submission of questions on RFP	20 th Jul 2018
Last date IRC respond to questions on RFP	20 th Jul 2018
Deadline for submission of Intent to Bid (ITB) form	20 th Jul 2018
Deadline for submission of tenders	23 rd Jul 2018
Opening of tenders & evaluation of RFP	24 th Jul 2018
Supplier visits	26 th Jul 2018
Award of Contracts	2 nd Aug 2018
Contract start	3 rd Aug 2018

Table of Contents

BID NOTICE	3
I. INTRODUCTION	4
1. <i>THE INTERNATIONAL RESCUE COMMITTEE</i>	4
2. <i>THE PURPOSE OF THIS REQUEST FOR PROPOSAL (RFP)</i>	4
3. <i>COST OF BIDDING</i>	4
II. THE BIDDING DOCUMENTS:	4
5. <i>CLARIFICATION OF BIDDING DOCUMENTS</i>	5
III. PREPARATION OF BIDS:	5
6. <i>LANGUAGE OF BID</i>	5
7. <i>DOCUMENTS COMPRISING THE BID</i>	5
8. <i>BID PRICES & PRICE CHANGES</i>	5
9. <i>BID CURRENCIES</i>	6
10. <i>DOCUMENT ESTABLISHING GOOD'S ELIGIBILITY AND CONFORMITY TO BIDDING DOCUMENTS</i>	6
11. <i>BID SECURITY</i>	6
12. <i>PERIOD OF VALIDITY OF BIDS</i>	6
13. <i>FORMAT AND SIGNING</i>	6
IV. SUBMISSION OF BIDS	7
14. <i>SUBMISSION AND MARKING OF BIDS:</i>	7
15. <i>FORMAT</i>	7
16. <i>SAMPLES</i>	7
17. <i>MODIFICATION AND WITHDRAWAL OF BIDS</i>	7
V. BID OPENING AND EVALUATION	7
18. <i>PRELIMINARY EXAMINATION</i>	7
19. <i>EVALUATION AND COMPARISON OF BIDS</i>	8
20. <i>CONTACTING THE PURCHASER</i>	9
21. <i>NOTIFICATION OF AWARD</i>	9
VI. CONTRACTING	9
22. <i>CONTRACT AWARD AND NOTIFICATION</i>	9
23. <i>WARRANTY</i>	9
24. <i>INSPECTION</i>	9
25. <i>PRICE SCHEDULES AND LOCATION</i>	10
ANNEXES:	10
ANNEX I: THE BOQ FOR THE CONSTRUCTION OF WABERI COMMUNITY SPACE	10
ANNEX II: TECHNICAL DESIGNS AND DRAWINGS	10
ANNEXE III: IRC PROPOSED WORK PLAN	10
ANNEX IV: INTENT TO BID FORM	10
ANNEX V: SUPPLIER INFORMATION FORM.	10
ANNEX VI: IRC CONFLICT OF INTEREST AND SUPPLIER CODE OF CONDUCT FORM	10



**INTERNATIONAL RESCUE COMMITTEE (IRC)
IRC Somalia - Galkacyo Field Office**

BID NOTICE

The International Rescue Committee, hereinafter referred to as “the IRC”, is a non-profit, humanitarian agency that provides relief, rehabilitation, protection, resettlement services, and advocacy for refugees, displaced persons and victims of oppression and violent conflict. With the funding of different donors, IRC has been working in Somalia since 2007, providing essential services to conflict and disaster affected communities in Mudug, Banadir, Nugal and Galgadud regions.

The intent of this Request for Proposal (RFP’) is to secure competitive bids and proposals to select a contractor, for the IRC Somalia Program in Dhusamareb to provide the following services:

ITEM REFERENCE	SERVICE DESCRIPTION
PR2SO/DH/261764	CONSTRUCTION AND REHABILITATION OF COMMUNITY MEETING SPACE IN WABERI DHUSAMAREB AS PER ATTACHED BOQ.

Interested and suitably qualified contractors can collect tender documents from IRC Dhusamareb Office during official working hours. Duly filled and completed Bid documents sealed in one envelope shall be addressed and submitted to:

**The Tender committee
International Rescue Committee (IRC) Somalia;
Dhusamareb Field Office, Dhusamareb Town**

Deadline for submission of bids is **23rd July 2018 by 4.30pm East African Time**. Late submission of bids will not be accepted.

For any clarification of any part of the Tender Document shall be sought from: The Supply Chain Coordinator, IRC, at the email address SO-procurement@rescue.org.

*IRC is not bound to accept the lowest priced bid or any bid that is submitted.
Any form of canvassing will lead to automatic disqualification.*

I. INTRODUCTION

1. *The International Rescue committee*

The International Rescue Committee, hereinafter referred to as “the IRC”, is a non-profit, humanitarian agency that provides relief, rehabilitation, protection, resettlement services, and advocacy for refugees, displaced persons and victims of oppression and violent conflict. The IRC has been operating in Somalia since 2007. IRC is among the numerous organizations assisting Somali populations to address their basic humanitarian needs, while trying simultaneously to support localized longer term opportunities. With a strong foot print in South Galkacyo (since 2007), Mogadishu (since 2011) and Garowe (since 2012), the IRC has developed a solid humanitarian portfolio in the field of Health, WPE, WASH & Livelihoods. In addition, the IRC has piloted local governance programming (CDR) in Puntland as a way to bridge local participation and community development, at a time the New Deal/Compact¹ is starting to kick off its state building & peace building objectives

2. *The Purpose of this Request for Proposal (RFP)*

It is the intent of this RFP to secure competitive bids and proposals from qualified contractors and vendors for the International Rescue committee Somalia Program in Dhusamareb Office for the Construction and Rehabilitation of Waberi Community meeting Space in Dhusamareb. Eligible and qualified contractors and Vendors are invited to submit their bids and or proposals for the Construction and Rehabilitation works and services.

Bidders shall be domiciled and must have complied with all Government legal Regulations to operate in Somalia and a regular tax payer for the provision of these services as specified in the tender and shall furnish copies of their operating licenses/certificates of registration valid for the fiscal year 2018. All eligible contractors and Vendors that qualify are invited to submit their proposals The Bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices.

3. *Cost of Bidding*

The Bidder shall be responsible for all costs associated with the preparation and submission of their bid, and IRC hereinafter referred to as “the Purchaser”, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

II. THE BIDDING DOCUMENTS:

4. *The Bidding Documents*

The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents prepared for the selection of competent contractors and vendors. Failure to furnish all information required as per the bidding documents or to submit a bid not substantially responsive to the bidding document in every respect will be at the Bidder’s risk and may result in bid rejection.

The Bidding documents comprise of the following documents:

- *The Request for Proposal – RFP (applied to this document);*
- *Bill of Quantities – Annex 1*
- *Intent To Bid form - Annex 2*
- *Supplier information form - Annex 3*
- *IRC code of conduct and supplier conflict of interest form - Annex 4*

5. Clarification of Bidding Documents

A prospective Bidder requiring any clarification of the Bidding Documents may notify the Purchaser in writing at: SO-Procurement@irc.org. The request for clarification must reach the purchaser not later than **20th July 2018**. The Purchaser will respond by e-mail providing clarification on the bid documents by **20th July 2018**. Written copies of the Purchaser's response (including an explanation of the query but without identifying the source of inquiry) will be communicated to all prospective Bidders, who had received the bidding documents.

III. PREPARATION OF BIDS:

6. Language of Bid

The bid and all relative correspondence and documents exchanged between the bidders and the Purchaser shall be written in **English language** only. Any printed literature furnished by the bidder and written in another language must be accompanied by an English translation of its pertinent passages, in which case, for purposes of interpretation of the bid, the English translation shall prevail. Any translations must be performed by a licensed translator as recognized and notarized by the Courts and Government of Kenya.

7. Documents Comprising your Bid

The submitted bid must include the following information. Failure to supply all requested information or comply with the specified formats may disqualify the bidder from consideration.

- Cover letter explaining interest to be a contracted vendor or supplier
- Profile of the company: organization structure, capacity in terms of technical staff to perform and or supervise the work; Table with recent, previous similar completed works; Technical Qualifications of staff and inclusion of an Engineer in the Bid document; Number of Employees working for the company, the company's number of years in the construction sector (insert table with similar contracts) and Financial capacity (Amount of Turnover of the company in the sector)
- Three (3) References from current or past clients (at least in the last one year).
- A schedule of works/ Proposed work Plan
- Bill of Quantities, complete with unit process per item and or work completed without any rubbings and any or deletions (where there are deletions, countersigned).
- Certificate of registration with Regional or Federal Administration.
- Evidence of paying tax (where applicable)
- Bank details /financial statements from reputable banking institutions in Somalia.
- Intent to bid form, completed, signed and stamped.
- Supplier Information form, completed, signed and stamped.
- IRC Conflict of Interest and Supplier code of conduct, completed, signed and stamped.
- Other important document bidder feel need to be attached to support their bid.

8. Bid Prices & Price Changes

For the purpose of selecting a vendor for the Construction and Rehabilitation of the Community Centers, the Bidder shall clearly indicate the unit price of the service they want to provide. All unit prices shall be clearly indicated in the space provided in the price schedule. The Bidder must **sign** and officially **stamp** the **price schedule**.

During the validity period of the works for the Construction and Rehabilitation of the community meeting places in Waberi, all prices quoted shall remain unchanged until the scope of work is

completed in the contract agreement duration. The purchaser reserves the right to accept or reject the request for the price change.

9. Bid Currencies

All rates and amounts entered in the Bid Form and Price Schedule and used in any documents, correspondence or operations pertaining to this tender shall be expressed in **United States Dollar (USD)**.

10. Document Establishing Good's Eligibility and Conformity to Bidding Documents

Pursuant to **Clause 8**, the bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the Bidding Documents of all goods and services, which the Bidder proposes to supply under the Contract.

The Documentary evidence of the 'goods' and services' conformity to the Bidding Documents may be in the form of technical specifications, literature, drawings, data (tables, graphs etc.), and shall furnish:

- A detailed description of the goods essential technical and performance characteristics.
- A **clause-by-clause** commentary on the Purchaser's Technical Specifications demonstrating the goods' and services' substantial responsiveness to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications.

The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers designated by the Purchaser in its Technical Specifications are intended to be restrictive. However, the Bidder may substitute alternative standards, brand names and/or catalogue numbers in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions are substantially equivalent or superior to those designated in the Technical Specifications.

11. Bid Security

For the Purpose of This Tender Process, Bid Security or Bond is not applicable. However IRC will retain 10% of the contract value during the defects liability period until such a time the work is certified satisfactorily completed.

12. Period of Validity of Bids

Bids shall remain valid **for 90 working days** after the date of bid opening prescribed by the Purchaser, a bid valid for a shorter period may be rejected by the Purchaser as non-responsive.

In exceptional circumstances, the Purchaser may request the Bidders to extend the period of validity. The request and the responses thereto shall be made in writing by letter or e-mail. A bidder agreeing to the request will not be required nor permitted to modify his bid.

13. Format and Signing

The original bid shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. Financial proposal pages of the bid shall be initialed by the person or persons signing the bid and stamped with the company seal.

Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

The bidder shall include a cover letter in their proposal. The content of the cover letter shall include the following information:

- A table containing bid offer: item description, unit price
- A detailed specification of the offered goods and services
- Warranty (if necessary and appropriate);
- Delivery time;
- Price validity date (for this purpose and as stated on the advertisement, quote given shall remain unchanged for **90 working days**).

IV. SUBMISSION OF BIDS

14. *Submission and Marking of Bids:*

Bidder shall submit sealed bids addressed to the

**The Tender committee
International Rescue Committee (IRC) Somalia;
Dhusamareb Field Office, Dhusamareb Town**

All bids are to be dropped in IRC Tender Box at the reception desk provided for the purpose in sealed envelope no later than **4:30pm on 23rd July 2018**. Bids submitted after the deadline will not be accepted.

Bidders must sign the **bid register** form at the reception of the office indicating their **company name, telephone number, and date of submission**.

15. *Format*

The Bidder's proposal shall comprise of **Technical Proposal and Financial Proposal**, in **one sealed envelopes**.

16. *Samples*

Samples are required to be submitted wherever IRC is requesting proposals for goods such as food, NFI kits, or supplies. In cases where receiving samples isn't viable, such as equipment, technical specifications must be met in the proposal.

17. *Modification and Withdrawal of Bids*

The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Purchaser prior to the deadline prescribed for submission of bids.

The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched. No bid may be modified after the deadline for submission of bids.

V. BID OPENING AND EVALUATION

18. *Preliminary Examination*

The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed and whether bids are generally in order.

EVALUATION CRITERIA

Criteria	Description	Weight (%)

Preliminary Evaluation	<p>Refers to Bidder's ability to demonstrate that they have provided:</p> <ol style="list-style-type: none"> I. Certificate of Registration as a contractor/vendors with the Federal and or Regional Administration. II. Evidence of Paying Tax, where applicable III. Bank Statement covering the last 2-3 Years. IV. Intent to bid form, completed, signed and stamped. V. IRC conflict of interest & Supplier code of conduct, signed and stamped. VI. Supplier Information form, completed and signed and stamped 	<p>PASS OR FAIL:</p> <p>Pass – Proceed to next stage of evaluation.</p> <p>Fail: Not to Proceed to the next stage of evaluation.</p>
-------------------------------	---	---

19. Evaluation and Comparison of Bids

Bids determined to be substantially responsive as per section 7 above will be considered for the evaluation process with the below scoring criteria:

EVALUATION CRITERIA		
Tech Eval:	Description	Weight (%)
Capacity	<p>The Capacity of the Contractor:</p> <ol style="list-style-type: none"> 1. General Organization structure and or profile of the Bidding Company and the owners (10%) 2. A table showing recent and previous assignments and or completed works and services (10%) 3. The Capacity in terms of the Technical Qualifications (Engineers) and Number of Employees in the company (10%). 4. Number of Years (minimum 2) experience of the company in the sector or similar works (10%) 5. Financial Capacity: Amount of Turnover of the Company from the Bank Statements (10%) 	50%
Delivery Terms (from the work plan provided by the contractor)	<p>Completion Timeline:</p> <ol style="list-style-type: none"> 6. Offered Construction works completion Time (<i>from the work plan</i>) as compared to other bidders (20%). <p>(Score on Lead Time = (Shortest Lead Time Offered/Bidder Lead Time)*20%)</p>	20%
Payment Terms	<p>The Purchaser payment terms are to pay within 30 calendar days of Completion of works and receiving of contractor's invoice. The ability of the contractor to:</p> <ol style="list-style-type: none"> 7. Offer credit facilities for 30 days or more from Completion of Works and Invoicing (20%) 8. Offer Payment Terms of Less than 30 Days (Score=(Bidder Payment Period/30Days)*20%) 	20%
References	<p>This refers to the bidder providing:</p> <ol style="list-style-type: none"> 9. Three traceable business references and their contacts. These contacts will be contacted during the evaluation to assess the bidder's capacity (10%) 	10%

	OR 10. Any other documents and information relevant in demonstrating past experience and capacity to deliver will be considered (10%).	
	TECHNICAL EVALUATION SCORE OUT OF 100%	100%
Financial Proposal	FINANCIAL PROPOSAL SCORE. SCORE=(LOWEST BID OFFER PRICE/OFFERED BID PRICE)*100%	100%
TECHNICAL EVALUATION (60 Points) + FINANCIAL (40 Points)	<u>WEIGHTED SCORES:</u> TECHNICAL EVALUATION=[SCORE/100]*60 POINTS] FINANCIAL EVALUATION SCORE=(LOWEST BID PRICE/OFFERED BID PRICE)*40 Points	60 Points + 40 Points
	TOTAL WEIGHT (TECHNICAL EVALUATION + FINANCIAL EVALUATION)	100 Points

20. Contacting the Purchaser

Subject to **Clause 5**, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded or selected authorized supplier or vendor is announced.

21. Notification of Award

Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing or where necessary by phone that his/her bid has been accepted and, selected for the Construction and Rehabilitation of the Community Meeting places. At this stage IRC may also choose to negotiate with the selected bidder to finalize the offer.

VI. CONTRACTING

22. Contract award and notification

The Purchaser will award the Contract to the notified successful Bidder(s) whose bid has been determined to be substantially responsive and has been determined as the best evaluated bid considering price/performance factors, provided further that the Bidder is determined to be qualified to enter into the provision for services for the Construction and Rehabilitation of the Community Meeting Centers Agreement and perform its obligations satisfactorily.

23. Warranty

The Supplier warrants that the services to be provided are new, unused, of the most recent or current models (products), and meet Purchaser's specifications.

The warranty shall remain valid for a period of time as may be specified by the supplier in the Bid and this warranty period shall be considered as one of the bid advantages, and shall in no case be less than that which is provided for by Kenyan Law if any.

24. Inspection

The Purchaser shall have the right to inspect the goods to confirm their conformity to the specification. The inspection will be conducted by assigned staff of the Purchaser or a reputed relevant consultant selected by the Purchaser.

In the future business relation, should any inspected goods fail to conform to the specification, the Purchaser may reject them and the Bidder shall replace the rejected goods without extension of time except at the Purchaser's sole discretion.

25. Price Schedules and Location

Vendors or Contractors interested in the Construction and Rehabilitation of Waberi Community Space are required to fill and complete the **attached BOQ as per the break down.**

Disclaimer

The Purchaser reserves the right to alter the dates of the timetable.

The Purchaser does not bind itself to accept the lowest or any proposal.

Ethical Operating Standards

The IRC Way: Standards for Professional Conduct ("The IRC Way"), the IRC's code of conduct, and IRC's combating Trafficking in Persons Policy. The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings.

The IRC Way provides, inter alia, that IRC does "not engage in theft, corrupt practices, nepotism, bribery, or trade in illicit substances." IRC's procurement systems and policies are designed to maximize transparency and minimize the risk of corruption in IRC's operations.

IRC requests that a supplier (i) informs IRC upon becoming aware that the integrity of IRC's business has been compromised during the RFP process, and (ii) report such events through IRC's confidential hotline, Ethics point, which can be accessed at www.ethicspoint.com or via toll-free (866) 654-6461 in the U.S., or collect (503) 352-8177 outside the U.S.

ANNEXES:

ANNEX I: The BoQ for the Construction and Rehabilitation of Waberi Community Space.

ANNEX II: Technical Designs and Drawings.

ANNEXE III: Proposed Work plan

ANNEX IV: Intent to Bid Form

ANNEX V: Supplier Information Form.

ANNEX VI: IRC Conflict of Interest and Supplier Code of Conduct form

ANNEX I: The BoQ for the Construction and Rehabilitation of Waberi Community Space.



BILLS OF OF QUANTITIES FOR REHABILITATION OF WABERI COMMUNITY MEETING SPACE IN DHUSAMAREB

DHUSAMAREB DISTRICT

Item	DESCRIPTION	Unit	Quantity	Rate (USD)	Amount (USD)
<u>ELEMENT NO. I</u>					
<u>DEMOLISHING WORK OF DAMAGED AND CRACKED WALLS</u>					
1	DEMOLISHING OF DAMAGED WALLS ABOVE WINDOW OR UP TO LINTEL BEAM LEVEL	LS	1		
2	CLEAR SITE OF ALL UN WANTED MATERIALS LIKE WOODS NAILS , COLLAPSED BUILDING PARTS AND CARTING THEM TO APPROPRIATE POSITION	LS	1		
3	VERANDAH FOUNDATION EXCAVATION TRENCH AND FOOTING FOR PILLARS AND WALL	CM	7		
4	DITTO FOR LATRINES FOUNDATION AND SEPTIC TANK OF 30CM	CM	31		
5	RECONSTRUCTION OF WALL FOR THE PREVIOUS ORIENTATION CENTER EXTERNAL BOUNDARY WALL	CM	56		
6	FLOOR MAINTENANCE OF ONE LATRINE AND 4 ROOMS INCLUDING ONE HALL INCREASING CORRIDOR	CM	10		
<u>FOUNDATION WALLING.</u>					

8	400MM THICK QUARRY DRESSED NATURAL STONE IN HALL FOUNDATION WALLING, MINIMUM 400MM HIGH ABOVE GL AND JOINTED IN CEMENT SAND MORTAR 1:3.	CM	10		
<u>FILLINGS:</u>					
9	RETURN, FILL AND WELL COMPACTED SELECTED EXCAVATED MATERIALS AROUND FOUNDATIONS AND FLOOR AREA IN THICKNESS OF 200MM	CM	8		
10	200MM THICK HARDCORE BED WELL COMPACTED AND LEVELLED UNDER FLOORS AND VERANDA	cm	8		
<u>FORMWORK TO SLAB.</u>					
11	SAWN SOFT WOOD FORMWORK TO SIDES OF GROUND BEAM RISING 200MM HIGH.	sm	13		
<u>SUNDRIES.</u>					
12	25MM THICK CEMENT SAND 1:3 RENDER TO PLINTH. EXTEND TO MIN. 200MM BELOW GROUND LEVEL.	SM	103		
13	PREPARE AND APPLY THREE COATS OF BITUMIOUS PAINT ON SURFACE OF RENDERED PLINTH.	SM	103		
TOTAL FOR SUBSTRUCTURES TO SUMMARY.					
Item	DESCRIPTION	Unit	Quantity	Rate (USD)	Amount (USD)
<u>ELEMENT NO.II</u>					
<u>SUPER STRUCTURE WORKS.</u>					
<u>SUPER-STRUCTURE WALLING:</u>					
14	STONE WALLS UNDER LINTEL BEAM WILL REPAIR AND DRESSED THEM BY GOOD PLASTERING	SM	150		
15	RECONSTRUCTION OF RUBLE STONE WALL ABOVE LINTEL BEAM	CM	30		
<u>FORMWORK.</u>					
16	SIDES OF LINTEL BEAM.	SM	30		

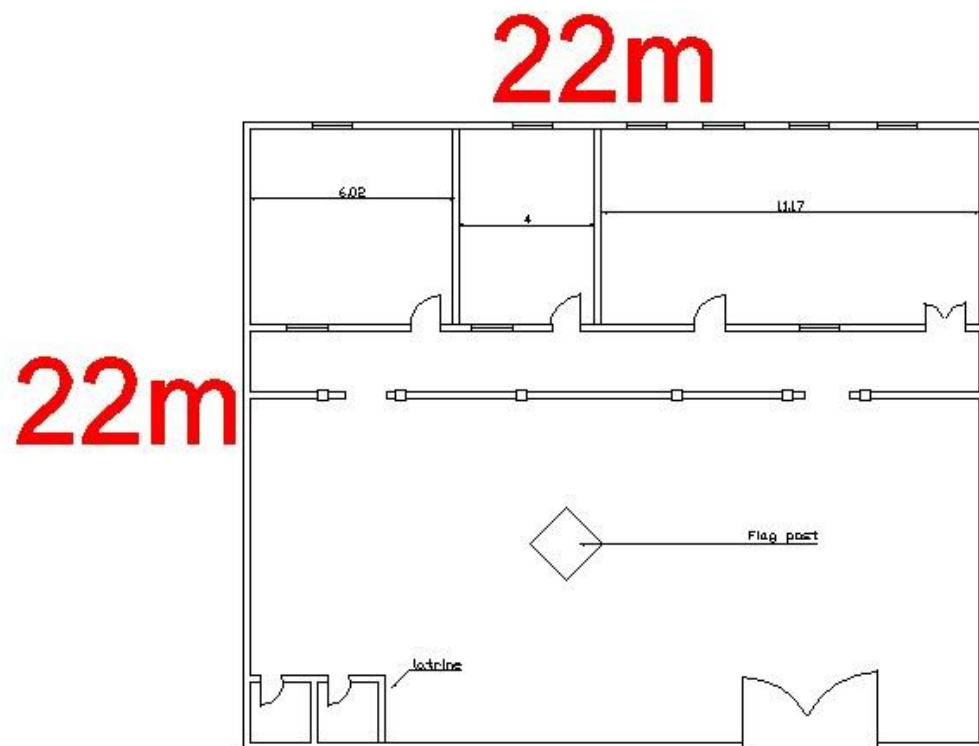
17	SIDES OF RING BEAM	SM	30		
REINFORCEMENTS:					
HIGH TENSILE TWISTED BAR REINFORCEMENT TO BS 4461 INCLUDING BENDS, TYING WIRE AND SPACER BLOCKS IN:					
18	Ø12 IN LINTEL BEAMS.	KG	251		
19	Ø6 IN LINTEL BEAM STIRRUPS @ 250 C/C	KG	83		
20	Ø12 IN RING BEAM	KG	251		
21	Ø12 IN COLUMN	KG	83		
22	Ø6 IN RING BEAM STIRRUPS@ 250 C/C	KG	83		
23	Ø6 IN VERANDAH COLUMNS STIRRUPS@ 250 C/C	KG	27		
CONCRETE WORK.					
VIBRATED REINFORCED CONCRETE 1:2:4 AS DESCRIBED					
24	LINTEL BEAM 200MMX200MM	CM	8		
25	COLUMNS 200MM BY 200MM AND PARPET WALL COVER	CM	2.3		
26	RING BEAM 200MMX200MM	CM	8		
TOTAL FOR SUPER STRUCTURE WORK TO SUMMARY					
Item	DESCRIPTION	Unit	Quantity	Rate (USD)	Amount (USD)
ELEMENT NO. III					
ROOF WORK					
27	Y8MM DIAMETER ANCHOR, 500MM LONG BENT AND CAST INTO CONCRETE RING BEAM @ 1500MM C/C TO TIE WALL PLATE.	pcs	8		

28	100 X 25 MM WALL PLATE TIED TO BLOCK WORK WALL	LM	91		
<u>WELL SEASONED AND TREATED RED WOOD TIMBER AS DESCRIBED IN THE FOLLOWING 24 IN NUMBER TRUSSES INCLUDING HOISTING 3000MM ABOVE GROUND LEVEL IN NAILED JOINTS AND BINDED TO WALL PLATE WITH HOPE IRON:</u>					
29	75 X 50 RAFTERS	LM	200		
30	75 X 50 TIE BEAM	LM	170		
31	50 X 50 PURLINS @ 900 C/C	LM	200		
32	KING POST 75MM X 50MM	LM	60		
33	50 X 50 STRUTS	LM	130		
34	25 X 2.5 FASCIAL BOARD	LM	116		
35	ALL TIMBER TO BE PRETREATED WITH SUITABLE APPROVED TREATMENT OR USED OIL. APPLY ONE UNDERCOAT AND THREE COATS OF GLOSS ENAMEL PAINT ON VISIBLE SURFACE OF WOOD.	SM	42		
<u>ROOF COVERING</u>					
36	GAUGE 28 PRE-PAINTED SHEETS WITH ALL ACCESSORIES	sm	260		
37	DITTO HALF ROUND RIDGES	sm	9		
38	PROPER NAILING FOR ALL ROOF	kg	27		
TOTAL FOR ROOF WORK TO SUMMARY					
Item	DESCRIPTION	Unit	Quantity	Rate (USD)	Amount (USD)
<u>ELEMENT NO. IV</u>					
FITTINGS AND FINISHES					
<u>DOORS.</u>					

39	HARD METAL GATES/ DOOR	NO	1		
40	IMPORTED WOODEN DOOR OF 900MM BY 2100MM AND TWO FOR LATRINE	NO	5		
41	DITTO FOR 1200 X 2100MM FOR CONFERENCE HALL	NO	1		
42	CLEAR GLASS ALUMINIUM WINDOWS WITH BACKSIDE MESH, PERMANENT VENTILATION BOARD PV				
43	1000MM BY 1200MM	NO	12		
44	<u>PLASTER WORK TO BE DONE AFTER ROOFING</u>				
45	40MM THICK PLASTER IN CEMENT, SAND, (1:4) TROWELLED SMOOTH AS DESCRIBED TO INTERNAL WALL SURFACES INCLUDING EXTERNAL BOUNDARY WALL.	SM	341		
46	DITTO EXTERNALLY	SM	381		
47	FLOOR FINISH SCREED OF 1:3 WITH THICKNESS OF 50MM AND CEMENT GROUTING FOR SMOOTHING OF SURFACE BY USING LIQUID CEMENT AND WATER ONLY	cm	10		
48	FLAG POST REHABILITATION AND INSTALING THE 6M FLAG STAND BAR AND ALL ITS MATERIALS	LS	1		
49	TOTAL FOR FITTINGS AND FINISHES TO SUMMARY				
Item	DESCRIPTION	Unit	Quantity	Rate (USD)	Amount (USD)
51	<u>ELEMENT NO. V.</u>				
52	<u>PAINTING AND DECORATION.</u>				
53	<u>PAINTING AND CEILING AREAS.</u>				
54	SUPPLY AND FIX 50 X 50MM SAWN SOFTWOOD CYPRESS TIMBER BRANDING SPANNING 600 X 600MM BOTH WAYS TO THE SOFFIT JOINT.	pcs	156		
55	PREPAINTEDL SOFTBOARD CELOTEX AND NAILS TO BRANDING.	SM	200		

56	SUPPLY AND FIX IN POSITION 50 X 2.5 X 10MM SAWN CYPRESS MOULDED CORNICE.	LM	91		
57	EXTRA-OVER FOR 600 X 600MM FRAMED MANHOLE ACCESS DOOR TO CEILING.	NO	1		
58	PREPARE AND APPLY ONE COAT OF PRIMER AND THREE COATS OF PLASTIC EMULSION PAINT ON SURFACE OF PLASTERED WALLS INTERNALLY.	SM	342		
59	DITTO EXTERNAL WALLS BUT IN WHITE COLOUR	SM	494		
60	PREPARE AND APPLY TWO COATS OF PLASTIC EMULSION OR OIL PAINT ON SURFACE OF DOORS AND WINDOWS. BOTH SIDES	SM	42		
61	TOTAL FOR PAINTING AND DECORATION TO SUMMARY				
62	TILES:				
63	TILING WORK OF MEETING HALL, OFFICE AND TWIN LATRINES FLOOR INCLUDING SKIRTING OF 15CM UPWARD TO WALLS WITH NON SLIPPERY 30CM BY 30CM	Sm	120		
Item	DESCRIPTION	Unit	Quantity	Rate (USD)	Amount (USD)
65	SUMMARY OF ELEMENTS				
66	DEMOLISHING AND SUBSTRUCTURE WORKS.				
67	REHABILITATION OF SUPERSTRUCTURE WALLING AND CONCRETE WORKS.				
68	ROOFING.				
69	FITTINGS AND FINISHES.				
70	PAINTING AND DECORATION.				
71	TILES				
	REHABILITATION OF COMMUNITY MEETING SPACES AND ITS BOUNDARY WALL INCLUDING ONE EXTERNAL LATRINE WITH FULL EQUIPMENT AND ONE FLAG STAND				

ANNEX II: Technical Designs and Drawings for the Rehabilitation of Waberi Village Community Meeting Space - Dhusamareb District

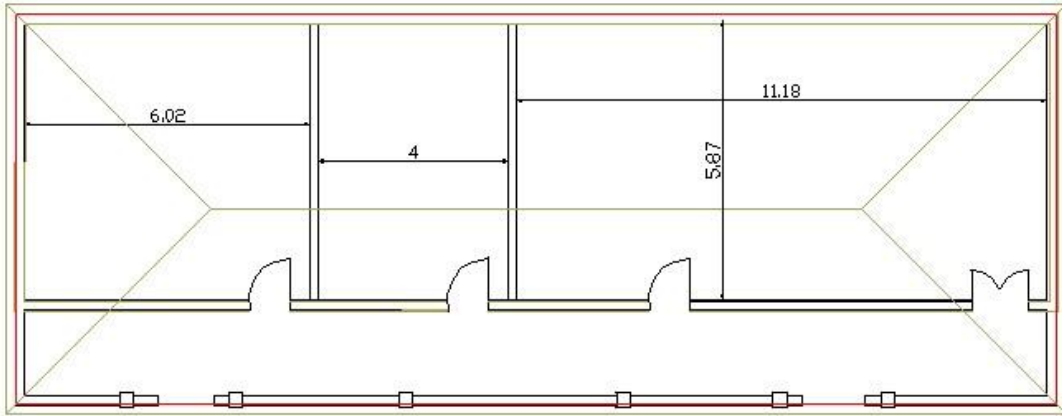


Waberi Community meeting space Dhusamareb district

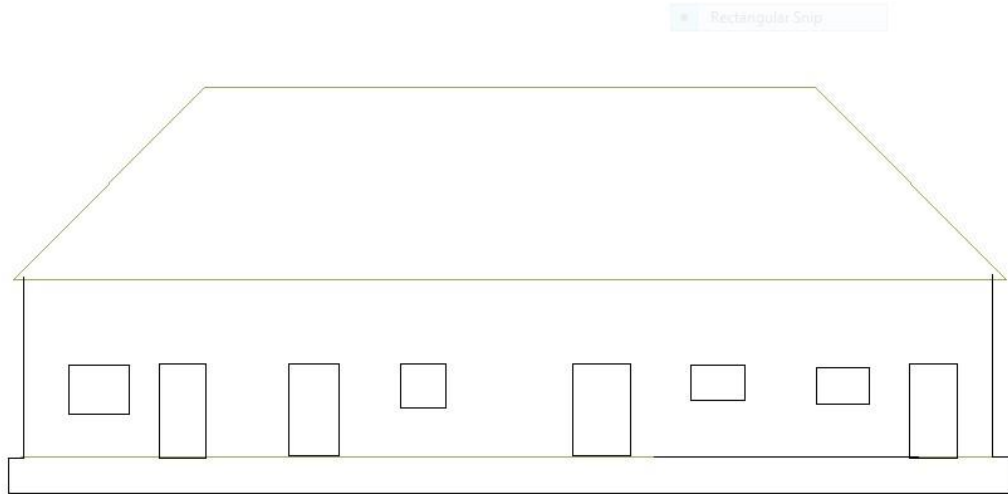
Designed Abdikani Dahir Project Engineer

Checked Mohamed A.Hussein Resilience Manager

Approved Mohamed H. NASib Levelhood ERD Coordinator



Rehabilitation of Waberi Village Community meeting space
Dhusamareb District



ANNEXE III: Proposed Work plan.

PROPOSED FORMAT OF WORKPLAN FOR WABERI COMMUNITY MEETING SPACE REHABILITATION													
#	CONSTRUCTION WORK/ACTIVITY/PHASE	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
1	SITE CLEARANCE AND DEMOLISHING OF EXISTING DAMAGED WALLS, BUSHES, SHRUBS AND ETC												
3	DEMOLISHING AND REMOVING DAMAGED STURCTURES LIKE CRACKED WALLS AND ROOFING PARTS.												
4	SUB-STRUCTURE WORK												
5	SUPERSTRUCTURE WORK												
7	ROOFING WORK:												
6	FITTING AND FINISHING WORK												
7	DECORATION AND PAINTING												

Annex 2



**International Rescue Committee, Inc.
Intent to Bid**

IRC Reference #: _____

Company Name _____

(Please indicate #1 or #2 below)

1. It is the intent of this company to submit a response to the (Title of RFP) Request for Proposal.

Please provide a name and email address for the person within your company that should receive notices, amendments, etc. that are related to this RFP:

Name _____

Phone _____

Email _____

Signature (If faxed) _____

Title of Person signing _____

Date _____

We realize that this is an intent to bid and in no way obligates this company to participate in this process.

2. This Company DOES NOT intend to participate in this RFP.

Name (Signature if faxed) _____

Title of Person signing _____

Date _____

Please fax or email this form at your earliest convenience to the attention of:

Name (YOU) _____

Fax _____

Email _____

Please fill in this questionnaire in order to permit the registration. Information given in this questionnaire will be handled confidentially.

Annex 3 – supplier information form



**INTERNATIONAL RESCUE COMMITTEE
Supplier Information Form**

The information provided will be used to evaluate the Company before contracting with the IRC.

Please complete all fields.

Supplier Information

Company Name	
Any other names company is operating under (Acronyms, Abbreviations, Aliases)	
Previous names of the company	
Address	
Website	
Phone/Fax Numbers	Phone: _____ Fax: _____
Primary Contact	Name: _____ Phone Number: _____ Email Address: _____
# of Staff	
# of Locations	
Avg. \$ Value of Stock on Hand	
Name(s) of Company Owner(s) or Board of Directors	
Parent companies, if any	
Subsidiary or affiliate companies, if any	

Financial Information

Bank Name and Address	
-----------------------	--

Name under which company is registered at bank	
Payment Terms	Payment By: <u>Check</u> Yes No <u>Wire Transfer</u> Yes No
Specify Standard Payment Terms (Net15, 30, etc.)	

Product/Service Information

List Range of Products/Services Offered	
Basis For Pricing (Catalog, List, etc.)	

References

Client Name:	<u>Contact Name, Phone, Email Address:</u>
Client Name:	<u>Contact Name, Phone, Email Address:</u>
Client Name:	<u>Contact Name, Phone, Email Address:</u>

Supplier Self-Certification of Eligibility

Company certifies that:

1. They are not debarred, suspended, or otherwise precluded from participating in major donor (e.g. European Union, European and United States Government, United Nations) competitive bid opportunities.
2. They are not bankrupt or being wound up, are having their affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
3. They have not been convicted of an offense concerning their professional conduct.
4. They have not been guilty of grave professional misconduct proven by any means that the contracting authority can justify, or been declared to be in serious breach of contract for failure to comply with their contractual obligations towards any contracts awarded in the normal course of business.

5. They have fulfilled obligations related to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country where the contract is to be performed.

6. They have not been the subject of a judgment for fraud, corruption, involvement in a criminal organization or any other illegal activity.

7. They maintain high ethical and social operating standards, including:

- Working conditions and social rights: Avoidance of Child Labor, bondage, or forced labor; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and the IRC's beneficiaries.
- Environmental aspects: Provision of goods and services with the least negative impact on the environment.
- Humanitarian neutrality: Endeavoring to ensure that activities do not render civilians more vulnerable to attack, or bring unintended advantage to any military actors or other combatants.
- Transport and cargo: Not engaged in the illegal manufacture, supply, or transportation of weapons; not engaged in smuggling of drugs or people.

8. Company warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a financial interest in the Company's business activities, nor is any IRC employee related to principals or owners of the company. Discovery of an undisclosed Conflict of Interest situation will result in immediate revocation of the Company's Authorized Supplier status and disqualification of Company from participation in future IRC procurement.

9. Supplier hereby confirms that the organization is not conducting business under other names or alias's that have not been declared to IRC.

10. Supplier hereby confirms it does not engage in theft, corrupt practices, collusion, nepotism, bribery, or trade in illicit substances.

By signing the Supplier Information Form you certify that your Company is eligible to supply goods and services to major donor funded organizations and that all of the above statements are accurate and factual.

Company Name: _____

Name of Representative: _____

Title: _____

Signature: _____

Date: _____

FOR IRC USE

Following documents have been supplied:

Business registration or license	
Articles of incorporation or similar document	
Business and other NGO references	
Bank statements and references	
Passport / ID cards of business owners/board of directors	
Financial statement (if available)	

I _____ an employee of IRC having completed and reviewed this form confirm the accuracy of information provided:

Name _____

Title _____

Signature _____

Date* _____

*Supplier to be re-authorized one year from this date.

Annex 4 – IRC Conflict of Interest and Supplier Code of Conduct form



Supplier hereby agrees that Supplier and Supplier’s employees and subcontractors, if any, shall abide by and follow all established written policies of IRC related to work conduct, including, but not limited to, The IRC Way: Standards for Professional Conduct (“The IRC Way”), the IRC’s code of conduct, and IRC’s Combating Trafficking in Persons Policy. The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings. Supplier acknowledges that all IRC employees and independent contractors are expected to apply these core values and follow these undertakings in carrying out work on behalf of IRC. It is a point of pride for IRC to apply these behavioral standards in IRC’s everyday operations.

Integrity - At IRC, we are open, honest and trustworthy in dealing with beneficiaries, partners, co-workers, donors, funders, and the communities we affect.

- We work to build the trust of the communities in which we work and sustain the trust earned by our reputation in serving our beneficiaries.
- We recognize that our talented and dedicated staff are our greatest asset and we conduct ourselves in ways that reflect the highest standards of organizational and individual conduct.
- Throughout our work, IRC respects the dignity, values, history, religion, and culture of those we serve.
- We respect equally the rights of women and men and we do not support practices that undermine the human rights of anyone.
- We refrain from all practices that undermine the integrity of the organization including any form of exploitation, discrimination, harassment, retaliation or abuse of colleagues, beneficiaries, and the communities in which we work.
- We do not engage in theft, corrupt practices, nepotism, bribery, or trade in illicit substances.
- We accept funds and donations only from sources whose aims are consistent with our mission, objectives, and capacity, and which do not undermine our independence and identity.
- We support human rights consistent with the UN Universal Declaration of Human Rights and The Convention on the Rights of the Child.
- We rigorously enforce the UN Secretary General’s Bulletin on the Protection from Sexual Exploitation and Abuse of Beneficiaries.
- IRC recognizes its obligation of care for all IRC staff and assumes their loyalty and cooperation.

Service - At IRC, our primary responsibility is to the people we serve.

- As a guiding principle of our work, IRC encourages self-reliance and supports the right of people to fully participate in decisions that affect their lives.
- We create durable solutions and conditions that foster peace, stability and social, economic, and political development in communities where we work.
- We design programs to respond to beneficiaries’ needs including emergency relief, rehabilitation, and protection of human rights, post-conflict development, resettlement, and advocacy on their behalf.
- We seek to adopt best practices and evidence-based indicators that demonstrate the quality of our work.
- We endorse the Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Relief.

Accountability - At IRC, we are accountable – individually and collectively – for our behaviors, actions and results.

- We are accountable and transparent in our dealings with colleagues, beneficiaries, partners, donors, and the communities we affect.

- We strive to comply with the laws of the governing institutions where we work.
- We maintain and disseminate accurate financial information and information on our goals and activities to interested parties.
- We are responsible stewards of funds entrusted to our use.
- We integrate individual accountability of staff through the use of performance evaluations.
- We utilize the resources available to our organization in order to pursue our mission and strategic objectives in cost effective ways.
- We strive to eliminate waste and unnecessary expense, and to direct all possible resources to the people we serve

Conflict of Interest

- Supplier hereby warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a financial interest in the Supplier’s business activities.
- Supplier hereby warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a family relationship with the supplier’s owners.
- Discovery of an undisclosed conflict of interest will result in immediate termination of any Agreement and disqualification of Supplier from participation in current and future IRC activities.
- Supplier hereby confirms that the organization is not conducting business under other names or alias’s that have not been declared to IRC.
- Supplier hereby confirms it does not engage in theft, corrupt practices, collusion, nepotism, bribery, or trade in illicit substances.

Supplier hereby agrees to maintain high ethical and social standards:

- Working conditions and social rights: Avoidance of child labor, bondage, or forced labor; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and IRC’s beneficiaries; prohibition of trafficking in persons.
- Environmental aspects: Provision of goods and services with the least negative impact on the environment.
- Humanitarian neutrality: Endeavoring to ensure that activities do not render civilians more vulnerable to attack, or bring unintended advantage to any military actors or other combatants.
- Transport and cargo: Not engaged in the illegal manufacture, supply, or transportation of weapons; not engaged in smuggling of drugs or people.

If you believe that any IRC employee, volunteer or intern is acting in a manner that is inconsistent with these Standards, please notify a supervisor or the confidential helpline Ethicspoint, www.ethicspoint.com or call Ethicspoint toll-free (866) 654-6461 in the U.S./call collect (503) 352-8177 outside the U.S. There will be no retaliation against any person who raises concerns that are based on good faith belief of improper conduct. An intentionally false report or a failure to report conduct that is known to violate these standards may result in disciplinary action.

By signing this statement supplier acknowledges any violation of the above IRC policies will result in immediate termination of any agreement in place and disqualification from participation in future IRC activities.

Supplier Name:
Signature:
Title:

Print Name:
Date:

Application Checklist	
Description	
✓ Submitted required documents- Page 2 No7	
✓ RFP -Product Annex 1 – filled, signed & stamped	
✓ Annex 2 – Intention to Bid , signed & stamped	
✓ Annex 3– Supplier Information Form Signed & stamped	
✓ Annex 4 – IRC Conflict of interest, Signed &stamped	

THE END