INTERNATIONAL RESCUE COMMITTEE (IRC)

BID NOTICE

IRC Somalia - Garowe Field Office

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, Bari/Karkaar 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 Garowe to provide the following services:

ITEM REFERENCE	SERVICE DESCRIPTION
PR2SOM/SOGAR/824148	• **Construction of Bursaalax livestock market including market shops and twin latrines**

Interested and suitably qualified contractors can download tender documents from the website www.somaliangoconsortium.org. Duly filled and completed Technical and Financial Bid documents sealed in one envelope shall be addressed and submitted to:

The Tender Committee
International Rescue Committee (IRC) Somalia
Garowe Field Office, Garowe Town

Deadline for submission of bids is **25th August 2021 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 tender committee, 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.

INTERNATIONAL RESCUE COMMITTEE
(SOMALIA PROGRAMME)

(REQUEST FOR PROPOSAL (RFP)

(CONSTRUCTION OF BURSAALAX LIVESTOCK MARKET INCLUDING MARKET SHOPS AND TWIN LATRINES)

Tender Reference No: PR2SOM/SOGAR/824148

Planned Timetable	
Issue Request for Proposal	12th August 2021
Questions from Suppliers due date	17th August 2021
Answers to Suppliers questions due date	21st August 2021
Bid submission due date	**25th August 2021– 4:00pm East Africa Time**
Bid Opening and Evaluation date	*28s August - 3rd September* 2021
Suppliers visit if applicable	*7th - 12th September 2021*
Award of Business	*19th September 2021*
Contracts start	*22nd September 2021*

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A. 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.

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

It is the intent of this RFP to secure competitive proposals to select Supplier(s) for the International Rescue committee - Somalia Programme to provide Construction of Bursaalax livestock market including vet fodder storage shops and twin latrines. All qualified and interested Suppliers are invited to submit their proposals.

The winning bidder(s) will enter into a fixed price Service Agreement up to the completion of the requested services. Bidders shall be domiciled in and shall comply with all Government Regulations to operate in (Garowe, Puntland Somalia). Bidders shall be regular tax-payers and shall furnish a copy of their operating license/certificate of registration valid for the fiscal year (2021/2022). Bidders 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 its 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.

B. 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 qualified suppliers. Failure to furnish all information required as per the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in bid rejection.

The Bidding documents shall include the following documents:

- *The Request for Proposal – RFP (this document);*
- *Annex 1: Bill of Quantities (Pricing Form for the Goods).*
- *Annex 2: Work plan.*
- *Annex 3: Intent to Bid Form.*
- *Annex 4: Vendor Information form completed and signed.*
- *Annex 5: IRC Conflict of interest and Vendor Code of Conduct.*

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5. Clarification of Bidding Documents

A prospective Bidder requiring clarification of the Bidding Documents may notify the Purchaser in writing at (SO-Procurement@rescue.org). The request for clarification must reach the purchaser not later than (**17th August 2021**). The Purchaser shall respond by e-mail providing clarification on the bid documents no later than (**21st August 2021**). Written copies of the Purchaser's response (including an explanation of the query but without identifying the source of inquiry) shall be communicated to all prospective Bidders which express an intention to submit bids.

C. PREPARATION OF BIDS:

6. Language of Bid

The Bid and all related correspondence and documents exchanged between the Bidders and the Purchaser shall be written in (English Language)**.** Any printed literature furnished by the Bidder and written in another language shall be accompanied by a (English) translation of its pertinent passages, in which case, for purposes of interpretation of the bid, the (English Language) version shall prevail.

7. Documents Comprising the Bid

The submitted bid shall include the following information. Failure to provide all requested information or to comply with the specified formats may disqualify the Bidder from consideration.

- *A cover letter explaining the Bidder's interest in supplying the good or service to the IRC;*
- *Profile of the company; include table of previous assignments*
- *Bill of Quantities, complete and stamped without alteration only in the sheet given for the purpose in annex 1.*
- *A schedule of works/ Proposed work Plan in annex 2*
- *A Certificate of Business Registration with regional and federal government*
- *Evidence of paying tax (where applicable)*
- *Three (3) References from current or past clients (at least in the last one year)*
- *Bank details /financial statements from reputable banking institutions in Somalia for one year.*
- *Intent to bid form, completed, signed, and stamped in annex 3.*
- *Vendor Information form completed and signed in annex 4.*
- *IRC Conflict of interest and Vendor Code of Conduct in annex 5*
- *Other important documents which Bidder attaches to support its bid.*

8. ***Bid Prices.***

The Bidder shall clearly indicate the unit price of the goods it proposes to supply. All unit prices shall be clearly indicated in the space provided in the price schedule, and all unit prices quoted in the RFP response shall be agreed to be in effect for a minimum of twelve (12) months beginning on the date when the contract is executed, with the exception of products or services which are subject to significant and unavoidable market forces which prevent this, in which case the Bidder shall describe and justify the driver(s) of potential price fluctuation during the first twelve (12) months of the agreement. The Bidder shall sign the price schedule and shall stamp the price schedule with the Bidding Company's seal where feasible.

9. *Bid Currencies*

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

10. *Document Establishing Goods 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 may propose alternate 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.

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 by a person or persons 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 Bidder's company seal.

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

Please note: A single bidder may not bid on the same tender via more than one company under his or her ownership. In addition, bidders having close relationships with other bidders (members of the same family, subsidiary, or daughter companies, etc.) may not bid on the same tender. This type of action, or any other action judged by the Purchaser to constitute collusive behavior, will lead to the bidder(s) being automatically eliminated from this tender and disqualified from participating in future IRC tenders. On the other hand, one bidder may submit more than one offer in response to the same tender only if the offers demonstrate clear differences in specifications, quality, lead time, and other characteristic of the goods and services offered.

D. SUBMISSION OF BIDS

14. *Submission and Marking of Bids:*

Bidder shall submit sealed bids addressed to the ((TENDER COMMITTEE), at (THE IRC – GAROWE OFFICE, SOMALIA), by (**25th August 2021, 4:30pm East African Time**). All bids shall be placed in the box provided for the purpose. Bids submitted after the deadline will not be accepted. The PURCHASER may, at its discretion, extend the deadline for the submission of bids, in which case all rights and obligations of the PURCHASER and Bidders, as documented in the RFP, will be applicable to the new deadline.

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

Format

The Bidder's proposal shall include a technical proposal as indicated in clause 7 and a financial proposal, in sealed envelope with the RFP reference and description.

15. *Modification and Withdrawal of Bids*

The Bidder may modify or withdraw its Bid after 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.

E. BID OPENING AND EVALUATION

16. *Preliminary Examination*

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

17. *Evaluation and Comparison of Bids*

Bids determined to be substantially responsive as per section 7 above will be considered evaluated by the IRC Procurement Committee, with the below scoring criteria.

EVALUATION CRITERIA	Description	Weight (%)
Eligibility	Refers to Bidder's ability to demonstrate that they have: I. Certificate of Registration as a contractor/vendor with the Federal and or Regional Administration. II. Evidence of Paying Tax, where applicable III. Bank Statement covering the last one Year. IV. Intent to bid form, completed, signed and stamped. V. Price sheet/financial proposal completed and stamped VI. IRC Vendor Information form, signed and stamped.	**Preliminary to pass to the next step**
Payment Terms	Refers to the Bidder providing the most favorable terms of payment. The Purchaser payment terms are to pay within 30 calendar days of completion of works and acceptance of services and receipt of invoice.	8%
Delivery lead-time and availability	Delivery Period	10%
Financial Proposal	*All items price estimates quoted and free from arithmetic errors. *Stamped all pages of the price sheet. **Financial evaluation:** * Lowest Bidder Price is the Benchmark. * Lowest Bidder is awarded a maximum score of 4 * Other Bidders: Lowest Price /Bid Price to be evaluated X 4	45%
Supplier organization and capacity	Refers to the Supplier's capability to fulfill the IRC's requirement. *Detailed company profile including owners and staff (4%) *A table showing recent and previous similar assignments and proof of such completed works and services (12%) *The company have machinery and equipment for construction (9%) *Inclusion of an Engineer/ technician in the profile (5%)	30%
Reference	Refers to Bidders provide at least three traceable references of experience working INGOs, *UN.*	7%
		100%

18. *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 the selected qualified supplier is announced.

19. *Notification of Award*

Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful bidder in writing or where necessary by telephone that his or her bid has been accepted and, selected for Service Agreement for the specific services. At this stage IRC may also choose to negotiate with the selected bidder to finalize the offer.

F.CONTRACTING

20. *Contract award and notification*

The Purchaser shall award the Contract to the notified successful Bidder(s) whose bid has been determined to be substantially responsive and has been determined to be the best evaluated bid considering price and performance factors, provided further that the Bidder is determined to be qualified to enter into a Service Agreement and perform its obligations satisfactorily.

21. *Warranty*

The Supplier shall warrant that the goods to be supplied are new, unused, of the most recent or current models (products) and meet the 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 bids advantages, and shall in no case be less than that which is provided for by (Somalia) Law if any.

22. *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.

23. *Price Schedules and Location*

Vendors interested in the provision of Goods and service to the IRC should NOTE that this category apply to the above office.

List of Services for Agreement as per below Category is attached.

24. *Service or consultant agreements*

For service or consultant agreements time and material awards are not authorized unless it is the only suitable award, and a ceiling is established.

25. *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.

G. ETHICAL OPERATING STANDARDS

1. Compliance to the IRC Way

The IRC Way: Standards for Professional Conduct ("The IRC Way"), the IRC's code of conduct, which can be found at: https://www.rescue.org/page/our-code-conduct and IRC's combating Trafficking in Persons Policy, which can be found at: https://rescue.app.box.com/s/h6dv915b72o1rnapxg3vczbqxjtboyel. 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) Reports 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.

2. Bidder Non-Collusion Statement

IRC prohibits collusion and will disqualify all bids where collusion is detected. Collusion happens when related parties submit separate bids for the same tender. Collusion includes situations where:

a) Members of the same family submit separate bids for the same tender.
b) Separate companies owned by the same person submit separate bids for the same tender.
c) Employees of a bidding company submitting separate bids through companies they own for the same tender.
d) Partners in a bidder submitting separate bids under their own names/ companies they own for the same tender.

It is collusion for a person to be involved in more than companies/ businesses submitting a bid to the same tender. Collusion will lead to IRC disqualifying the involved Individuals or companies from that tender as well as disqualify them from submitting bids for future tenders. In addition, IRC may share information relating to this collusion with other international aid organizations operating in the region leading to loss of business opportunities for the colluders.

ANNEXES:

Annex 1: Bill of Quantities (Pricing Form for the services).
Annex 2: Work Plan
Annex 3: Intent to Bid Form.
Annex 4: Vendor Information form .
Annex 5: IRC Conflict of Interest and Vendor Code of Conduct

Annex 1: Bill of Quantities (Pricing Form for the services)

I) BURSAALAX LIVESTOCK MARKET CONSTRUCTION

PROJECT NAME:	BOQ for Construction of Bursaalax Livestock market, twin shops, block of latrines and sloping slap for off loading				
CLIENT:	BOQ for Construction of Bursaalax Livestock market, twin shops, block of latrines and sloping slap for off loading				
ITEM	**DESCRIPTION**	**QNTY**	**UNIT**	**Rate**	**TOTAL / USD**
1	**GENERAL EXPENSES FOR THE PROJECT**				
A	Clear site off all Temporary and permanent Construction, Including, water, pipes butchery tables, Iron sheets shops, latrines septic tanks and all other structures removal of any materials dumped on site	324.00	sm		
2	**EXCAVATION AND EARTHWORKS**				
A	Earthwork in excavation of trenches for foundation wall maximum depth of 1m and minimum depth of 60cm	45.00	m^3		
B	Backfill selected excavated material compacted in layers 50cm thickness	150.00	m^3		
C	Backfill Imported material compacted in layers 30cm thickness	100.00	m^3		
3	**CONCREATE WORK FOR SUBSTRUCTURE & SUPERSTRUCTURE**				
A	Ground Beams (40x20)cm with mix proportion of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	6.00	m^3		
B	Ground floor PCC Slab with 7.5cm thickness, with crossing diameter 8mm rebars of 15cm C/C both ways	32.00	m^3		
C	RCC work (20x20)cm for continues lintels and Arches including shuttering and steel of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	4.00	m^3		
D	RCC work (20x20)cm for ring beams including shuttering and steel of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	7.20	m^3		
E	RCC work (20x30)cm for Columns including shuttering and steel of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	7.00	m^3		
4	**ROOFING WORK**				

A	Supply and construct roof including truss members, Zinc and Aluminum galvanized iron sheets gauge 28 complete with nails, straps and secured with iron bars embedded into tie beam. 100X50mm timber for King post, rafters and tie beam while struts 75X50mm and 50X50 purlins ceiling joists 1.25m C/C for trusses	324.00	m^2		
5	**MASONARY WORK**				
A	stone wall in foundation, 40cm thickness bedded and jointed with cement sand mortar of 1:4 proportion (1 cement: 4 clean coarse sand) up to a height of 50cm above the Grade	35.00	m^3		
B	Concrete block wall above ground beam, 20cm thickness bedded and jointed with cement sand mortar of 1:4 proportion (1 cement: 4 clean coarse sand) up to a height of 1.4m above the Grade beam and slab	100.00	m^2		
C	class 1" GI pipes partition mesh, welded 20cm center to center 1.2 above floor slab with 1m opening door for part	180.00	pipes		
6	**Plaster work**				
A	Internal walls plastering 20mm thick mortar ratio 1:4	140.0	m^2		
B	External walls plastering 20mm thick mortar ratio 1:4	150.0	m^2		
7	**Painting work**				
A	Provide and apply to all internal walls with three coats of stucco filler and two coats of Emulsion Paint	140.0	m^2		
B	Provide and apply to all external walls with two coats of White washing and two coats of Emulsion Paint	150.0	m^2		
8	**Floor Finihes**				
A	5cm screeding for all floorings with cement and sand ratio of 1:3	324.0	m^2		
9	**DOORS / WINDOWS**				
A	D1 Supply and install double leaf metal door in complete with all fittings, hinges, locks and keys - door size 200x120cm for the ward	4	Nos		
	SUB TOTAL				
TOTAL (A)					
10	**Sloping slab for off/on loading**				
	Construction of Sloping slap for off/on loading of trucks carrying seats upper side 1.5m above and lower side 30cm above GL and 8m Length with welded GI pipes hand rails both sides.	1	LS		
TOTAL (B)					
GRAND TOTAL (A+B)					

***II)* CONSTRUCTION OF COMMUNCAL TWIN LATRINES**

-	**CONSTRUCTION OF COMMUNUAL TWIN LATRINE**	-	-	-	-
S/n	DESCRIPTION	UNIT	QTY	PRICE	AMOUNT
1.1	Prepare site by stripping top 200 mm of soil to remove all debris including sand (if any) from site and carting away spoil	SM	20		
1.2	Pit excavation commencing at stripped levels depth of 3 meter deep, 4 meter wide and 4 meter long	CM	48		
1.3	Excavate for foundation strip commencing at stripped levels depth 0.50m deep	CM	5.25		
1.4	400mm Thick rubble stone foundation walling in cement and sand mortar (1:3)	CM	5.04		
1.5	300 mm thick approved excurved hardcore filling spread, well rammed and compacted in 150mm layers to receive concrete surface bed	CM	6		
1.6	Provide vibrated R.C.C (1:2:4 mix) cover on the latrine pit	CM	1.17		
1.7	Provide R.C.C (1:2:4 mix) ground beam on the foundation wall	CM	2.73		
1.8	150mm Thick hollow concrete blocks jointed and pointed in cement sand (1:3) mortar with and including hoop iron ties every alternate course : in	CM	42.5		
1.9	Foot rest for one side and other side for ramp with 1.2 meter wide	LS	2		
2	Supply & Fixing of Dia.100mm P.V.C. Vent pipe with screen mesh covered on top end	pcs	1		
2.1	Supply & fix Turkish toilet seats	pcs	4		
2.2	Supply & fixing of gauge 28 factory painted CIS roofing including timber works (plates, rafters & purlins), nuts and rubber washers	SM	11.5		
2.3	supply and fix facia board	Lm	13		
2.4	External & internal plastering ,25 mm thick internal & 20 external, cement/sand mix 1:4, with wood float finish, followed by emulsion paints soft and white in color	SM	85		
2.5	construction hand washing for hallow block with plastic water storage of 40litre	No	2		
2.6	Steel doors with a permanent vent to fit structural opening size 800mm x 2000mm high: comprising of steel frames, openable solid sash: including all iron monger and hardware: fixed to concrete or brickwork: complete with all required painting and decoration	pcs	4		
2.7	Supply and fixing of window(vents) units comprising 50x50x1.2mm RHS frames, steel louvers as infilling panel; including painting all complete as detailed on drawings, specification and to Engineer's approval	pcs	4		
2.8	**Wall branding:** indicating the project information such as project name, organizational name and Donor name with logos etc in 4 colors as per given sample taken IRC office	pcs	1		
	Total one twin latrine				
	total of two twin latrine		**2**		

III) CONSTRUCTION OF LEIVSTOCK MARKET SHOPS

PROJECT NAME:	**BOQ for Construction of Bursaalax Livestock market shops for vet drugs and animal fodder**				
CLIENT:	**BOQ for Construction of Bursaalax Livestock market shops for vet drugs and animal fodder**				
ITEM	**DESCRIPTION**	**QNTY**	**UNIT**	**Rate**	**TOTAL / USD**
1	**GENERAL EXPENSES FOR THE PROJECT**				
A	Clear site off all Temporary and permanent Construction, Including, water, pipes butchery tables, Iron sheets shops, latrines septic tanks and all other structures removal of any materials dumped on site	80.00	Sm		
2	**EXCAVATION AND EARTHWORKS**				
A	Earthwork in excavation of trenches for foundation wall maximum depth of 1m and minimum depth of 60cm	20.00	m^3		
B	Backfill selected excavated material compacted in layers 50cm thickness	20.00	m^3		
C	Backfill Imported material compacted in layers 30cm thickness	24.00	m^3		
3	**CONCREATE WORK FOR SUBSTRUCTURE & SUPERSTRUCTURE**				
A	Ground Beams (40x20)cm with mix proportion of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	6.00	m^3		
B	RCC work (20x20)cm for continues lintels and Arches including shuttering and steel of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	3.00	m^3		
C	RCC work (20x20)cm for ring beams including shuttering and steel of (1:2:4), rebars diameter 12mm and stirrups of diameter 8mm 250mm C/C	3.00	m^3		
4	**ROOFING WORK**				
A	Supply and construct roof including truss members, Zinc and aluminum galvanized iron sheets gauge 28 complete with nails, straps and secured with iron bars embedded into tie beam. 100X50mm timber for King post, rafters and tie beam while struts 75X50mm and 50X50 purlins ceiling joists	75.00	m^2		
	Provide and fix normal ceiling 4mm with 50X50mm timber of 60cm C/C	75.00	m^2		
5	**MASONARY WORK**				
A	stone wall in foundation, 40cm thickness bedded and jointed with cement sand mortar of 1:4 proportion (1 cement: 4 clean coarse sand) up to a height of 50cm above the Grade	72.00	m^3		

B	Concrete block wall 3.6 height (20X20X40)cm , jointed with cement sand mortar of 1:4proportion (1 cement: 4 clean coarse sand)	288.00	m^2		
6	**Plaster work**				
A	Internal walls plastering 20mm thick mortar ratio 1:4	300.0	m^2		
B	External walls plastering 20mm thick mortar ratio 1:4	300.0	m^2		
7	**Painting work**				
A	Provide and apply to all internal walls with three coats of stucco filler and two coats of Emulsion Paint	300.0	m^2		
B	Provide and apply to all external walls with two coats of White washing and two coats of Emulsion Paint	300.0	m^2		
8	**TILING TO THE FLOORS & WALLS**				
A	60 * 60 cm ceramic Tiles for all floorings and top of tables whitish colour including 10cm height ceramic tiles	80.0	m^2		
9	**DOORS / WINDOWS**				
A	D1 Supply and install double leaf metal door in complete with all fittings, hinges, locks and keys - door size 100x250cm for the ward	4	Nos		
	SUB TOTAL (A)				
10	**MEP WORKS**				
B	ELECTRICAL INSTALLATION lamps 40 of 40watts each with switches Control panels 1 of 20KW funs 4 PCs each shop should install one socket	1	L.S		
	SUB TOTAL (B)				
GRAND TOTAL (A+B)					

Annex 2: Work Plan (Activity Schedule)

#	Activity Name	Duration in Weeks										
		1	2	3	4	5	6	7	8	..	..	..
1												
2												
3												
4												
5												
6												
7												

The bidder may use extra pages to furnish additional information or may use other acceptable format to illustrate the work schedule.

_____

Bidder authorized signature and stamp

Annex 3: Intent to Bid Form.

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 _____

Annex 4: Vendor Information form

INTERNATIONAL RESCUE COMMITTEE
Vendor Information Form

The information provided will be used to evaluate the Company before contracting with the IRC.
Please complete all fields.
Fields marked (*) are mandatory.

Vendor Information

*Company\Organization Name *For individual vendors, provide legal first and last name		
*Any other names company is operating under (Acronyms, Abbreviations, Aliases) if any		
*Previous names of the company		
*Address		
*Website		
*Phone/Fax Numbers	Phone:	Fax:
*Primary Contact	First Name: Phone Number:	Last Name: Email Address:
*Number of Staff		
Number of Locations		
Avg. $ Value of Stock on Hand		
*Name(s) of Company Owner(s) or Board of Directors or CEO		
*Parent companies if any		
*Subsidiary or affiliate companies if any		

Financial Information

*Bank Name and Address	
*Name under which company is registered at bank	This field is mandatory if Wire Transfer is the selected payment method
*Specify Standard Payment Terms (Net, 15, 30 days etc.)	
*Payment Method (select all that applies)	Payment By: Check Yes | No Wire Transfer Yes | No Cash Yes | No
*Name under which company is registered at bank	
*Bank account number	This field is to be completed upon notification of awarding of order\contract
Routing Number	This field is to be completed upon notification of awarding of order\contract
Swift code (if applicable)	This field is to be completed upon notification of awarding of order\contract

Product/Service Information

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

Documentations as applicable:

*Registration	Provided ____ Not provided: _____ Reasons: _____
*Tax ID (W9, Tax exempt certificate. etc.)	Provided ____

US Vendors only *Do you require a Form 1099?	Yes____ No____

References (optional)

Client Name:	Contact Name, Phone, Email Address:
Client Name:	Contact Name, Phone, Email Address:
Client Name:	Contact Name, Phone, Email Address:

Vendor 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 Vendor status and disqualification of Company from participation in future IRC procurement.

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

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

By signing the Vendor 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.

Vendor Name:
Signature:
Title:
Print Name:
Date:

IRC Conflict of Interest and Vendor Code of Conduct

Vendor hereby agrees that Vendor and Vendor'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, which can be found at: https://www.rescue.org/page/our-code-conduct and IRC's Combating Trafficking in Persons Policy, which can be found here: https://rescue.app.box.com/s/h6dv915b72o1rnapxg3vczbqxjtboyel.

The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings. Vendor 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 and Legal Compliance

- Vendor 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 Vendor's business activities.
- Vendor 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 vendor's owners.
- Discovery of an undisclosed conflict of interest will result in immediate termination of any Agreement and disqualification of Vendor from participation in current and future IRC activities.
- Vendor hereby warrants that the organization is not conducting business under other names or alias's that have not been declared to IRC.
- Vendor hereby warrants that it does not engage in theft, corrupt practices, collusion, nepotism, bribery, trade in illicit substances, or terrorism or support of terrorism.

- Vendor hereby warrants that it complies with all applicable laws, statutes and regulations, including, but not limited to, export controls, import controls, customs regulations, trade embargoes and other trade sanctions and laws governing unlawful boycotts and payments to foreign government officials.

Vendor 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.

Disclosures of conflict of interest shall be made in writing to the IRC Supply Chain Coordinator or Deputy Director of Operations in your country. For global procurement, please write to GSCQA. Email: GSCQA@rescue.org.
These IRC officials shall then determine whether a conflict exists and is material, and whether the contemplated transaction may be authorized as just, fair, and reasonable. If conflict exists, then the vendor with such a conflict shall be prohibited from participating in the transaction.

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 Ethics point, irc.ethicspoint.com or call Ethics point 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 vendor 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.

Vendor Name:
Signature:
Title:
Print Name:
Date: