



**INTERNATIONAL RESCUE COMMITTEE (IRC)  
IRC Somalia – Dhusamareb 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:

REFERENCE #	SERVICE DESCRIPTION
PR2SO/DH/301017	CONSTRUCTION OF DAYAH MARKET – DHUSAMAREB DISTRICT, SOMALIA

Interested and suitably qualified contractors can download bid documents from the Somalia NGO consortium: <http://somaliangoconsortium.org/careers/> and or collect them from the IRC Dhusamareb Office during working hours. Duly filled and completed Technical and Financial Bid documents, sealed in one envelope should be addressed and submitted to:

**The Tender Committee  
International Rescue Committee, Somalia Program  
Dhusamareb Office, Dhusamareb Town, Somalia**

Deadline for submission of bids is **10<sup>th</sup> October, 2018 by 4.30pm** East African Time. Late submission of bids will not be accepted.

Any clarification of any part of the Tender Document shall be sought from: The Supply Chain Coordinator, IRC through email address [SO-procurement@rescue.org](mailto: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 Program

## Request for Proposal (RFP)

REF: PR2SO/DH/301017

CONSTRUCTION OF DAYAH MARKET – DHUSAMAREB DISTRICT, SOMALIA

Planned Timetable	
Issue RFP	26th Sept 2018
Site visit	
Last date for submission of questions on RFP	3rd Oct 2018
Last date IRC respond to questions on RFP	5th Oct 2018
Deadline for submission of Intent to Bid (ITB) form	8th Oct 2018
Deadline for submission of tenders	10th Oct, 2018
Opening of tenders & evaluation of RFP	10th Oct 2018
Supplier visits	18th Oct, 2018
Award of Contracts	22nd Oct, 2018
Contract start	24rd Oct, 2018

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**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) Garowe (since 2012), and Dhusamareb (since 2015) the IRC has developed a solid humanitarian portfolio in the field of Health, WPE, WASH & Livelihoods.

**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 for the International Rescue committee Somalia Program in Dhusamareb Field Office for the Construction of Dayah Market in Dhusamareb. Eligible and qualified contractors are invited to submit their bids and or proposals for the construction works and services.

Item No.	REFERENCE	DESCRIPTION
1	PR2SO/DH/301017	Construction of Dayah Market – Dhusamareb District

Note: Indicate the Reference no. and the site at the back of the sealed envelop

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*
- *Technical drawing*

#### 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](mailto:SO-Procurement@irc.org). The request for clarification must reach the purchaser not later than **3<sup>rd</sup> oct 2018**. The Purchaser will respond by e-mail providing clarification on the bid documents by **5<sup>th</sup> October, 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 Somalia.

#### 7. *Documents Comprising the 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)*
- *Certificate of Site Inspection duly endorsed (stamped and Signed) by IRC*
- *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 of the Dayah Market, 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 of the Dayah Market, 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.

## **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:

**Tender Committee  
International Rescue Committee, Somalia Program  
Dhusamareb Office, Somalia**

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 10th October, 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.

1. Is Cover letter explaining interest to be a vendor included in the vendor's bid	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>PASS/FAIL:</b>  <b>Pass</b> – Proceed to next stage of evaluation.  <b>Fail:</b> Eliminated from the next stage of evaluation.
2. Profile of bidding company	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.1. Is Organization Structure outlined in the Company profile of the bidder	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.2. Is there a table with Recent Experience on similar assignments	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.3. Is there a Profile Summary of Key staff and their experience?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.4. Is the Price List filled out properly?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Is a Valid Business License attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4. Is Business Registration/Certificate of Registration/Incorporation attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5. Is there evidence of paying Tax/ PIN Registration Certificate attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Is the Tax Compliance Certificate/ Evidence of payment of tax to any relevant authority attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7. Is the Financial Statement/Bank Statement for the past 3 years attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
8. Are there Audited Accounts for the last 3 years?		
9. Are there Three (3) Reference Letters/Purchase Orders/Contracts from other INGOs/UN/WB?		

### 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	SCORE (%)
Capacity	The Capacity of the Contractor: 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 and Number of Employees in the company (10%). 4. Inclusion of a construction or civil Engineer in the profile (10%) 5. Number of Years (minimum 2) experience of the company in the sector or similar works (10%)	50%
Delivery Terms	<b>Delivery Terms (from the work plan provided by the contractor)</b> 6. Offered completion Time (from the work plan) as compared to other bidders (20%). <i>(Score on Lead Time = (Shortest Lead Time Offered/Bidder Lead Time)*20%)</i>	20%
Availability	Refers to availability of the contractor to commence construction immediately after contract signature (5%)	5%



<b>Payment Terms</b>	The Purchaser payment terms are to pay within 30 calendar days of Completion of works and receiving of contractor's invoice. 7. Offer credit facilities for 30 days or more from Completion of Works and Invoicing (15%) 8. Offer Payment Terms of Less than 30 Days. <b>Score=(Bidder Payment Period/30Days)*15%</b>	<b>15%</b>
<b>References</b>	This refers to the bidder providing: 9. Three traceable business references and their contacts. These contacts will be contacted during the evaluation to assess the bidder's capacity (10%) <b>OR</b> 10. Any other documents and information relevant in demonstrating past experience and capacity to deliver will be considered (10%).	<b>10%</b>
<b>TECHNICAL PROPOSAL</b>	<b>TECHNICAL EVALUATION SCORE OUT OF 100%</b>	<b>100%</b>
<b>Financial Proposal</b>	<b>FINANCIAL PROPOSAL SCORE.</b> <b>SCORE=(LOWEST BID OFFER PRICE/OFFERED BID PRICE)*100%</b>	<b>100%</b>
<b>TECHNICAL EVALUATION (60 Points) + FINANCIAL (40 Points)</b>	<b>WEIGHTED SCORES:</b> <b>TECHNICAL EVALUATION=[SCORE/100]*60 POINTS]</b>  <b>FINANCIAL EVALUATION SCORE=(LOWEST BID PRICE/OFFERED BID PRICE)*40 Points</b>	<b>60 Points + 40 Points</b>
	<b>TOTAL WEIGHT (TECHNICAL EVALUATION + FINANCIAL EVALUATION)</b>	<b>100 Points</b>

## 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 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 of the Dayah Market 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 International Law.

#### **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 of Dayah Market 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](http://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 of Dayah Market.*

*ANNEX II: Technical Designs and Drawings.*

*ANNEX III: Proposed Work plan/Template*


*ANNEX IV: Intent to Bid Form*

*ANNEX V: Supplier Information Form.*

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

*Annex VII: Certificate of Pre-tender site Inspection*

*ANNEX I: The BoQ for the Construction of Dayah Market.*

	DAYAH DHUSAMAREB COMMUNITY MARKET.				
NO	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE IN US\$	TOTAL PRICE IN US\$
<b>1.00</b>	<b>DEMOLITION WORKS AND EARTH WORK IN EXCAVATION</b>				
<b>1.10</b>	CLEAR THE SITE FROM DEBRIS, DEMOLITION OF UNWANTED STRUCTURES,	<b>M<sup>2</sup></b>	300		

<b>1.20</b>	EARTHWORK IN EXCAVATION OF TRENCH FOR FOUNDATION OF WALL, IN ALL KINDS OF SOIL AND NOT EXCEEDING 90CM DEPTH AND 50CM WIDE, INCLUDING DRESSING OF BOTTOM AND SIDES OF TRENCHES. STACK EXCAVATED SOIL CLEAR FROM EDGES OF EXCAVATION AND SUBSEQUENT BACK FILLING AROUND MASONRY IN 15CM LAYERS WITH COMPACTION AND INCLUDING DISPOSAL OF SURPLUS SOIL OUT OF SITE AS DIRECTED BY ENGINEER.	<b>M<sup>3</sup></b>	40.00		
<b>1.30</b>	SUPPLY AND LAY 45CM HARDCORE WITH GRAVEL BLINDING, WELL COMPACTED TO PREPARE FOR FLOORING	<b>M<sup>3</sup></b>	110.00		
	<b>SUB-TOTAL</b>				
<b>2.00</b>	<b>REINFORCEMENT CEMENT CONCRETE (RCC) WORKS</b>				
<b>2.10</b>	R.C.C. WORK (40X20)CM FOR GROUND BEAM WITH CEMENT CONCRETE 1:2:4 (1 CEMENT : 2 CLEAN COARSE SAND : 4 STONE AGGREGATE OF 25MM DOWN) , INCLUDING Y12MM DIA STEEL BARS AND 8MM STIRRUPS @30CM CENTERS INCLUDING CENTERING AND SHUTTERING COMPLETE.	<b>M<sup>3</sup></b>	11.00		
<b>2.20</b>	PCC WORK (10 CM THICK) FOR GROUND FLOOR SLAB WITH CEMENT CONCRETE 1:2:4 (1 CEMENT : 2 CLEAN COARSE SAND : 4 STONE AGGREGATE OF 25MM DOWN) . ANTI CRACK BARS OF 6MM DIA METRE WITH 15CM C/C	<b>M<sup>3</sup></b>	30.00		
<b>2.30</b>	RCC WORK (20X20)CM FOR LINTEL BEAMS WITH MIX PROPORTION OF 1:2:4 (1 CEMENT : 2 CLEAN COARSE SAND : 4 STONE AGGREGATE OF 25MM DOWN) AND INCLUDING SHUTTERING AND HIGH YIELD DEFORMED STEELO OF 3 BOTTOM BARS OF 14MM DIA , 2 TOP BARS OF 12MM DIA AND 8MM STIRRUPS @20 CM C/C ,AS PER DRAWINGS	<b>M<sup>3</sup></b>	6.00		

<b>2.40</b>	RCC WORK (20X20)CM FOR RING BEAMS WITH MIX PROPORTION OF 1:2:4 (1 CEMENT : 2 CLEAN COARSE SAND : 4 STONE AGGREGATE OF 25MM DOWN) AND INCLUDING SHUTTERING AND HIGH YIELD DEFORMED STEELO OF 3 BOTTOM BARS OF 14MM DIA , 2 TOP BARS OF 12MM DIA AND 8MM STIRRUPS @20 CM C/C ,AS PER DRAWINGS	<b>M<sup>3</sup></b>	6.00		
	<b>SUB-TOTAL</b>				
<b>3.00</b>	<b>MASONRY WORK</b>				
<b>3.10</b>	CONSTRUCT STONE IN FOUNDATION AND EXTERNAL MASONRY WALL 40CM THICKNESS BEDDED AND JOINTED WITH CEMENT SAND MORTAR OF 1:4 PROPORTION (1 CEMENT: 4 CLEAN COARSE SAND) UP TO A HEIGHT OF 350CM + 60CM OF RCC. FACE OF WALL SHOULD BE IN PLUMB. CORNER STONE SHOULD BE GOOD STONES DRESSED TO CORRECT ANGLES AND LAID AS HEADERS AND STRETCHERS. WALL SHOULD BE LAID IN COURSES OF 40CM HEIGHT. ALL THE GAPS BETWEEN STONES SHALL BE FILLED WITH CEMENT MORTAR AND WALL SHOULD BE KEPT MOIST FOR A PERIOD OF AT LEAST 10 DAYS AND SHOULD BE PROTECTED FROM SUN.	<b>M<sup>3</sup></b>	95.00		
<b>3.20</b>	CONSTRUCT HOLLOW CONCRETE BLOCK WALL (20X20X40)CM , JOINTED WITH CEMENT SAND MORTAR OF 1:4PROPORTION (1 CEMENT: 4 CLEAN COARSE SAND) AS PER DRAWING. FACE OF WALL SHOULD BE IN PLUMB. CORNER BLOCK SHOULD BE PROPER PLACED TO CORRECT ANGLES AND LAID AS HEADERS AND STRETCHERS. THE WALL SHOULD BE KEPT MOIST FOR A PERIOD OF AT LEAST 10 DAYS.	<b>M<sup>2</sup></b>	300.00		
	<b>SUB-TOTAL</b>				
<b>4.00</b>	<b>PLASTERING AND FLOOR FINISHING</b>				

<b>4.10</b>	APPLY 4CM THICK PLASTERING WITH IN TWO COATS OF CEMENT SAND MORTAR ON WALLS , BOTH INSIDE AND OUTSIDE. WALLS SHOULD BE CURED AT LEAST FOR ONE WEEK AFTER 24 HOURS OF PLASTERING	<b>M<sup>2</sup></b>	700.00		
<b>4.20</b>	LAYING AND SPREADING OF 50MM CEMENT-SAND FLOOR SCREEDING WITH SMOOTH FINISHED SURFACE	<b>M<sup>2</sup></b>	290.00		
	<b>SUB-TOTAL</b>				
<b>5.00</b>	<b>PAINTING WORK</b>				
<b>5.10</b>	SUPPLY AND APPLY TWO COATS OF WHITE WASHING ON ALL PLASTERED SURFACES	<b>M<sup>2</sup></b>	700.00		
<b>5.20</b>	SUPPLY AND APPLY TWO COATS OF WASHABLE SILK EMULSION PAINT ON ALL WHITEWASHED AREA	<b>M<sup>2</sup></b>	700.00		
	<b>SUB-TOTAL</b>				
<b>6.00</b>	<b>DOORS/WINDOWS</b>				
<b>6.10</b>	SUPPLY AND INSTALL GOOD QUALITY DOUBLE LEAF METAL DOORS IN COMPLETE WITH ALL FITTINGS, HINGES, LOCKS AND KEYS - DOOR SIZE 2500X2000MM OUTSIDE MOVABLE BOLTS AND DEAD LOCKS	<b>NOS</b>	3.00		
<b>6.20</b>	SUPPLY AND INSTALL GOOD QUALITY DOUBLE LEAF METAL DOORS IN COMPLETE WITH ALL FITTINGS, HINGES, LOCKS AND KEYS - DOOR SIZE 2500X1200MM	<b>NOS</b>	1.00		
<b>6.30</b>	SUPPLY AND INSTALL DOUBLE LEAF METAL WINDOWS WITH FOUR CALLAPSIBLE CHAMBERS IN COMPLETE WITH ALL FITTINGS, HINGES, LOCKS AND KEYS - DOOR SIZE 1500X1500	<b>NOS</b>	4.00		
<b>6.40</b>	SUPPLY AND INSTALL DOUBLE LEAF METAL DOORS IN COMPLETE WITH ALL FITTINGS, HINGES, LOCKS AND KEYS - DOOR SIZE 2500X1000	<b>NOS</b>	14.00		

<b>6.50</b>	SUPPLY AND INSTALL SINGLE LEAF METAL DOORS IN COMPLETE WITH ALL FITTINGS, HINGES, LOCKS AND KEYS - DOOR SIZE 2000X750	<b>NOS</b>	2.00		
	<b>SUB-TOTAL</b>				
<b>7.00</b>	<b>ROOFING WORK</b>				
<b>7.10</b>	SUPPLY AND CONSTUCT ROOF INCLUDING TRUSS MEMBERS, GALVANISED IRON SHEETS GAUGE 28 COMPLETE WITH NAILS, STRAPS AND SECURED WITH IRON BARS EMBEDDED INTO TIE BEAM. THE TRUSS MEMBERS, COMMON RAFTERS, GUSSET PLATES, STRUTS, PURLINS AND CEILING JOISTS ARE IN HARD WOOD AND OF THE FOLLOWING SECTIONS: 15X5CM - TIE BEAM (DOUBLE), 12.5X2.5CM - RAFTER, 10X5CM - STRUTS, 5X5CM PURLIN, 5X5CM CEILING JOISTS.	<b>M2</b>	400.00		
<b>7.20</b>	SUPPLY AND INSTALL 4MM THICK CEILING BOARD INCLUDING CEILING JOISTS 50X50MM AND CEILING FRAME	<b>M2</b>	290.00		
	<b>SUB-TOTAL</b>				
<b>8.00</b>	<b>SERVICES</b>				
<b>8.10</b>	PROVIDE ELECTRICAL SYSTEM WITH CABLES OF 2.5MM2 FOR LIGHTING AND SWITCHES AND 4.0MM2 FOR CONNECTING TO SOCKETS BOXES, PROVIDE ONE FLOURISCENT LUMP FOR EVERY 16SQ.M AREA OF THE BUILDING AND SOCKET OF 500W CAPACITY FOR EVERY 6M SPAN ALONG THE PERIMETER WALL , FINALY PROVIDE THREE PHASE MAIN SWICH WITH SPECIAL COMMUTATOR. DOUBLE THREE PIN SOCKETS FOR ALL SHOPS AND HALLS. COPRA FANS IN TWO HALLS FOR 16SM ONE PICE	<b>LS</b>	1.00		

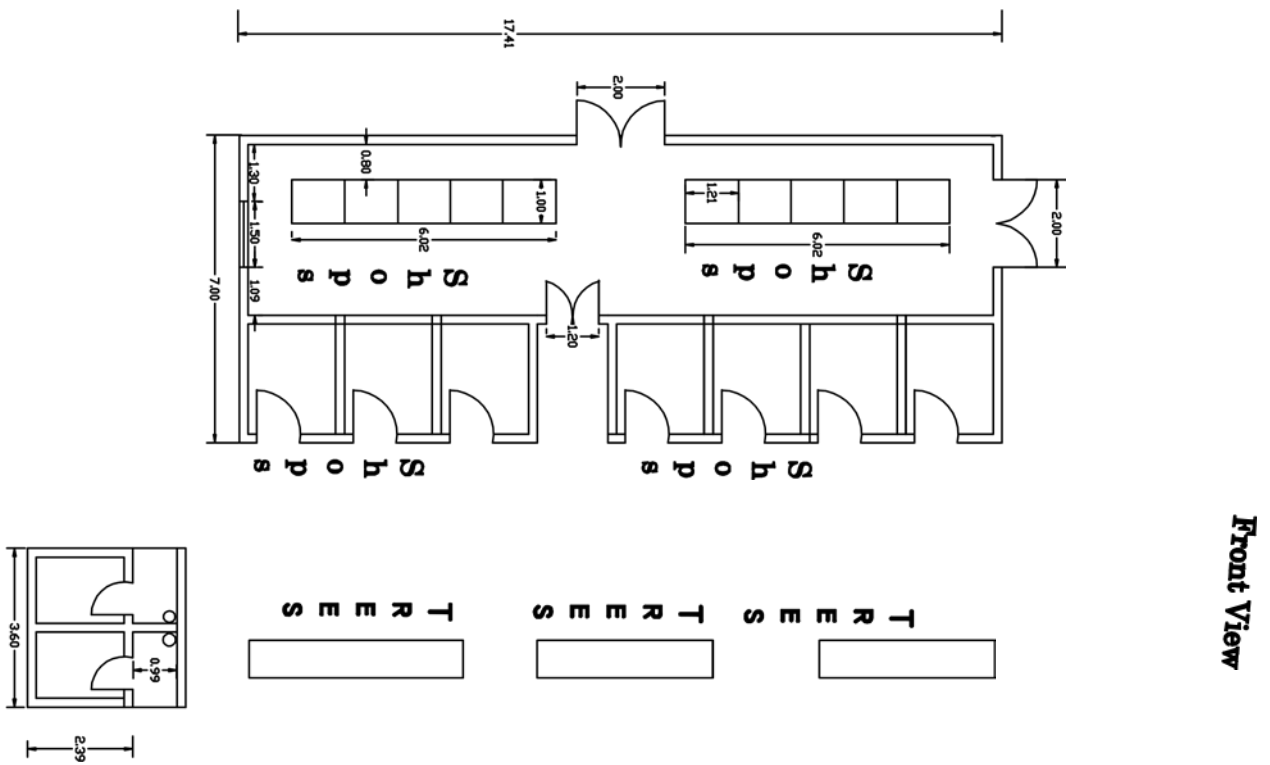
<b>8.20</b>	SUPPLYING MATERIALS AND CONSTRUCTION MANHOLES (50X50) CM USING BRICKS FOR WALLS AND CASTING CONCRETE FOR THE MANHOLE BASE WITH THICKNESS NOT LESS THAN 15CM. AND CHANALIZED ACCORDING THE STREAM DIRECTION, THE WORK INCLUDE CEMENT PLASTERING FOR INSIDE WALLS	<b>NOS</b>	2.00		
	<b>SUB-TOTAL</b>				
<b>9.00</b>	<b>SEPTIC TANK</b>				
<b>9.10</b>	EXCAVATION OF SEPTIC TANK HALL 4.0M LONG, 2.5M WIDE AND 3.0M DEPTH.	<b>M<sup>3</sup></b>	40.00		
<b>9.20</b>	PLAIN CONCRETE IN 50 MM THICK BLINDING LAYER (1:3:6 MIX) UNDER THE FOUNDATION WALL.	<b>M<sup>3</sup></b>	1.00		
<b>9.30</b>	RUBBLE STONE WALL IN CEMENT & SAND MORTAR 1:4 OF 40CM THICK	<b>M<sup>3</sup></b>	5.00		
<b>9.40</b>	R.C (1:2:4 MIX) IN GROUND BEAM (0.4M X0.20M ), WITH 6NO. Y14 RE-BARS & R6 LINKS @ 250 MM C/C.	<b>M<sup>3</sup></b>	1.60		
<b>9.50</b>	R.C (1:2:4 MIXING RATIO) SLAB WITH TWO ENTERING ACCESS OF 0.20 M THICK WITH Ø 12MM, 10MM AND 8MM BARS BOTH WAYS AT TOP AND BOTTOM AND DISTANCED 150MM EACH TO OTHER N.B THE SLAB SHOULD BE KEPT MOIST AND WATERED FOR A PERIOD OF MINIMUM 3 WEEKS AND PROTECT FROM SUN	<b>M<sup>3</sup></b>	2.50		
<b>9.60</b>	SUPPLY AND FIX ARABIAN FLASH COMPLETE ( WC, HAND WASH, ) WITH ALL REQUIRED ACCESSORIES .	<b>NOS</b>	2.00		
	<b>SUB-TOTAL</b>				
	<b>GROUND TOTAL FOR DAYAH DHUSAMAREB COMMUNITY MARKET CONSTRUCTION</b>				

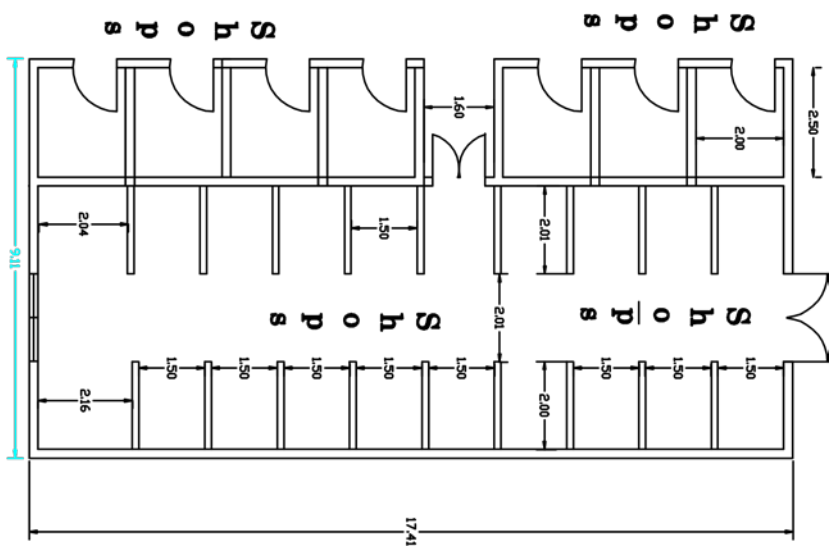


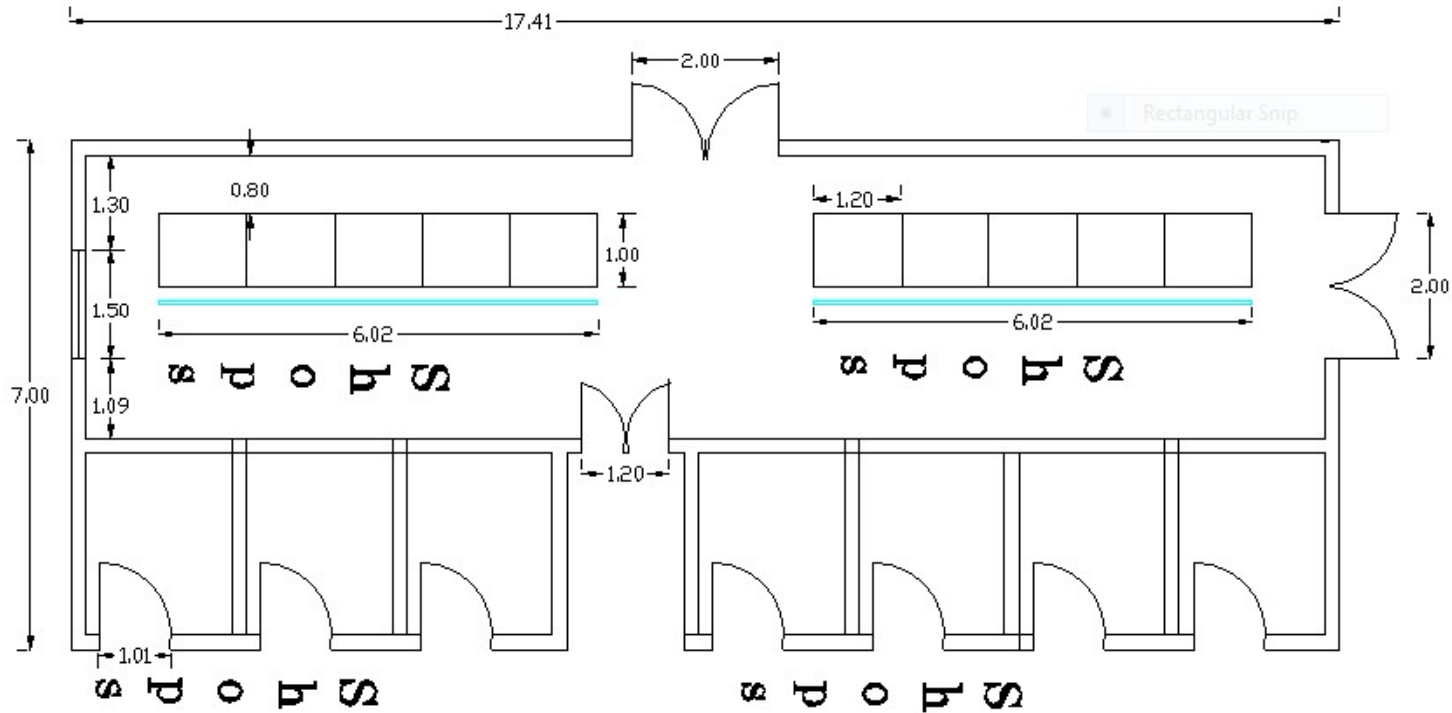
SUPPLIER NAME:	
REGION:	
TELEPHONE NO.	
EMAIL:	

DATE:	
STAMP	
BID	
VALIDITY	
PERIOD	
WORKPLAN	

*ANNEX II: Technical Designs and Drawings.*







**market plan**

Designed By: Eng. Abdikani Dahir

checked By Mohamed Abdi

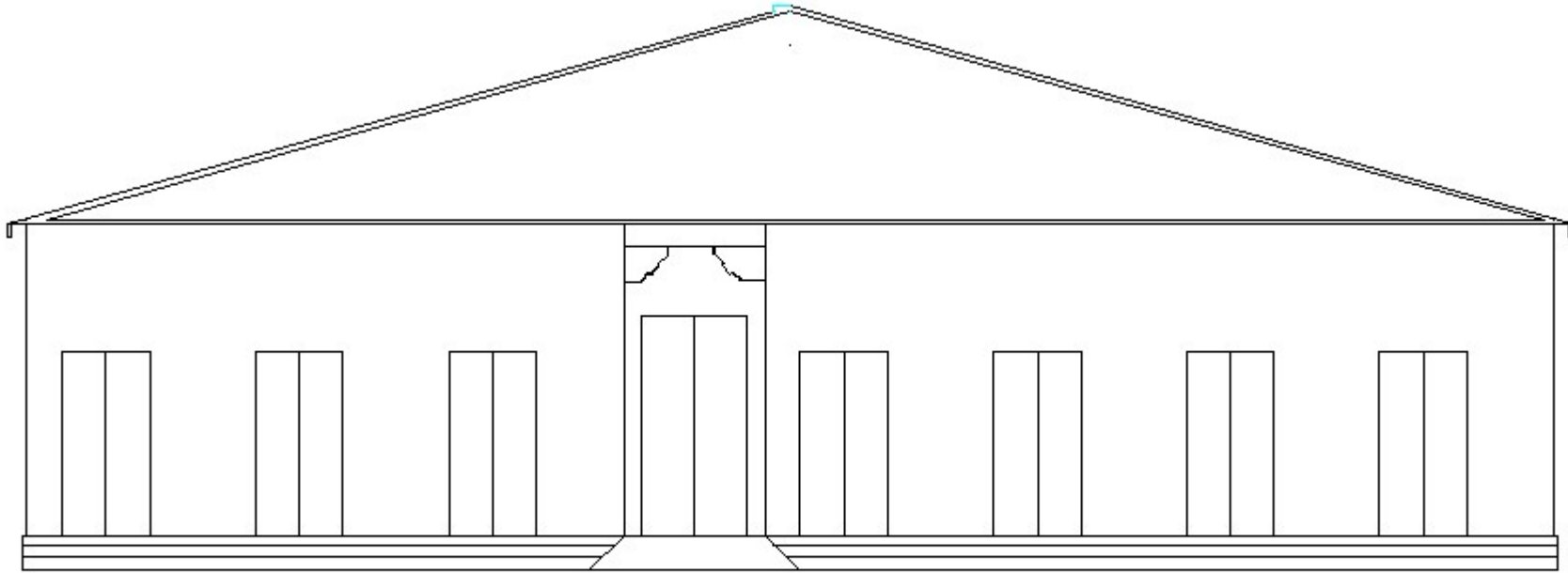
Approved BY Mohamed Nasib

Project Engineer

Resilience Manager

Livelihood and ERD Coordinator





**Front View**

Designed By: Eng. Abdikani Dahir

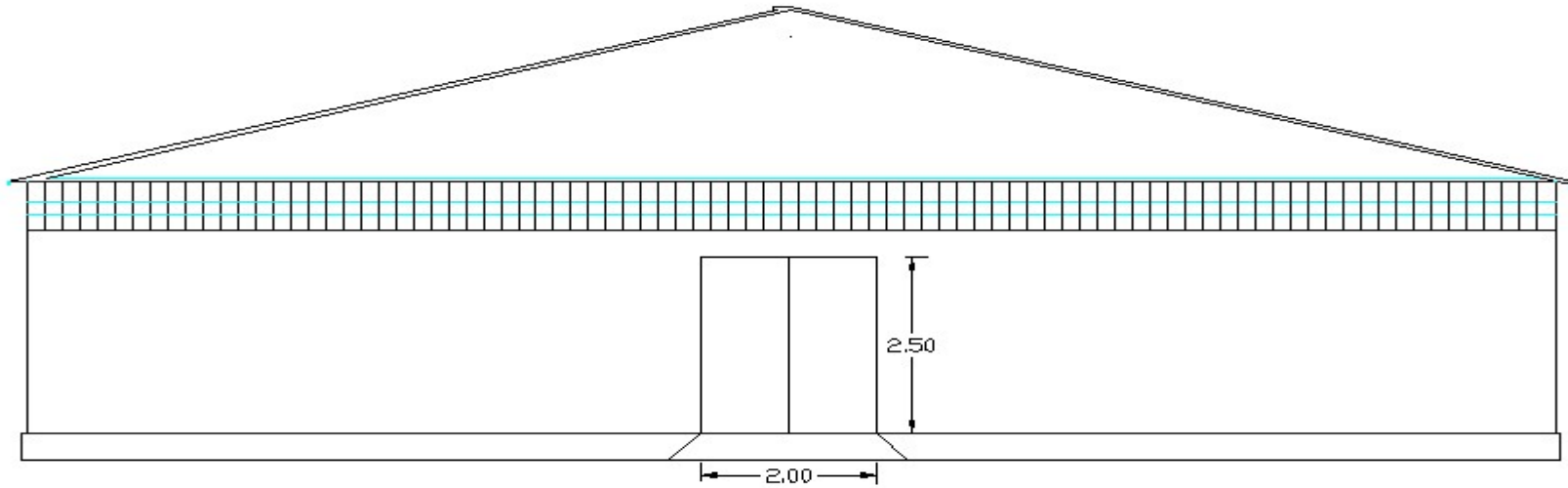
Project Engineer

checked By Mohamed Abdi

Resilience Manager

Approved BY Mohamed Nasib

Livelihood and ERD Coordinator



**Side View**

Designed By: Eng. Abdikani Dahir

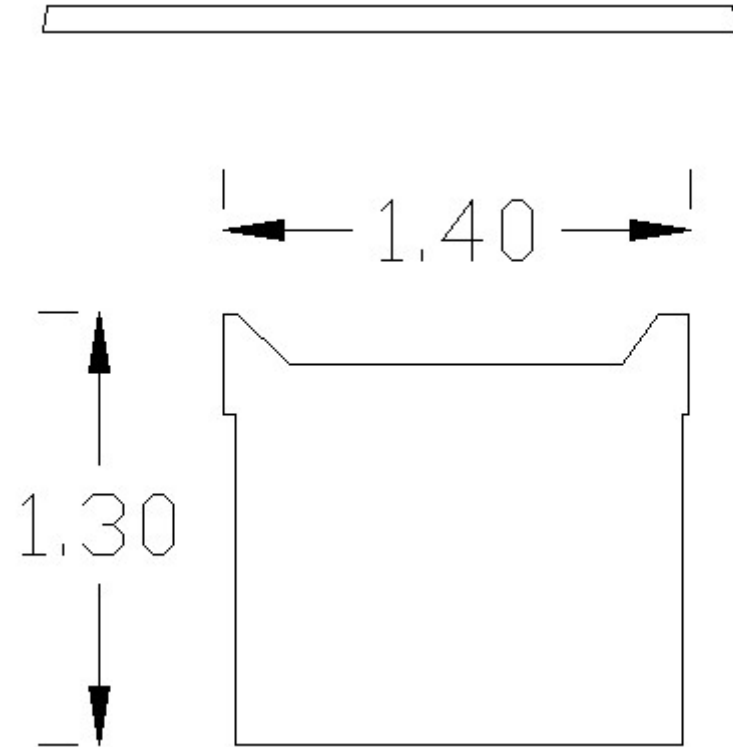
Project Engineer

checked By Mohamed Abdi

Resilience Manager

Approved BY Mohamed Nasib

Livelihood and ERD Coordinator



Designed By: Eng. Abdikani Dahir

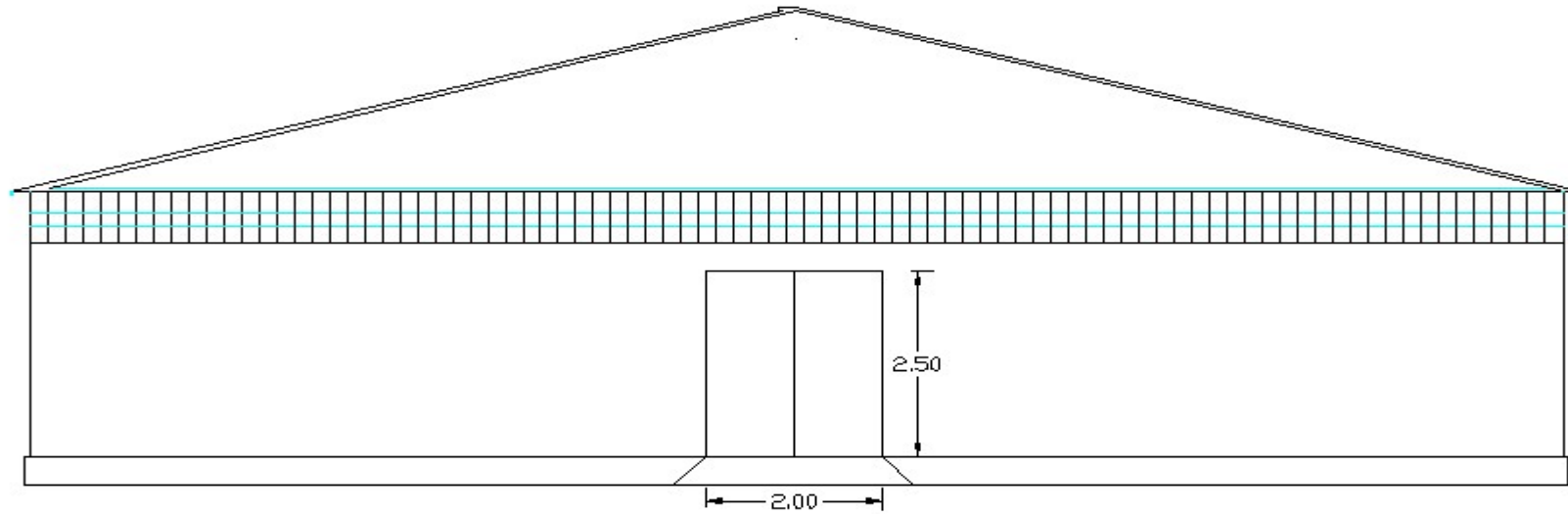
Project Engineer

checked By Mohamed Abdi

Resilience Manager

Approved BY Mohamed Nasib

Livelihood and ERD Coordinator



**Side View**

|

Designed By: Eng. Abdikani Dahir

checked By Mohamed Abdi

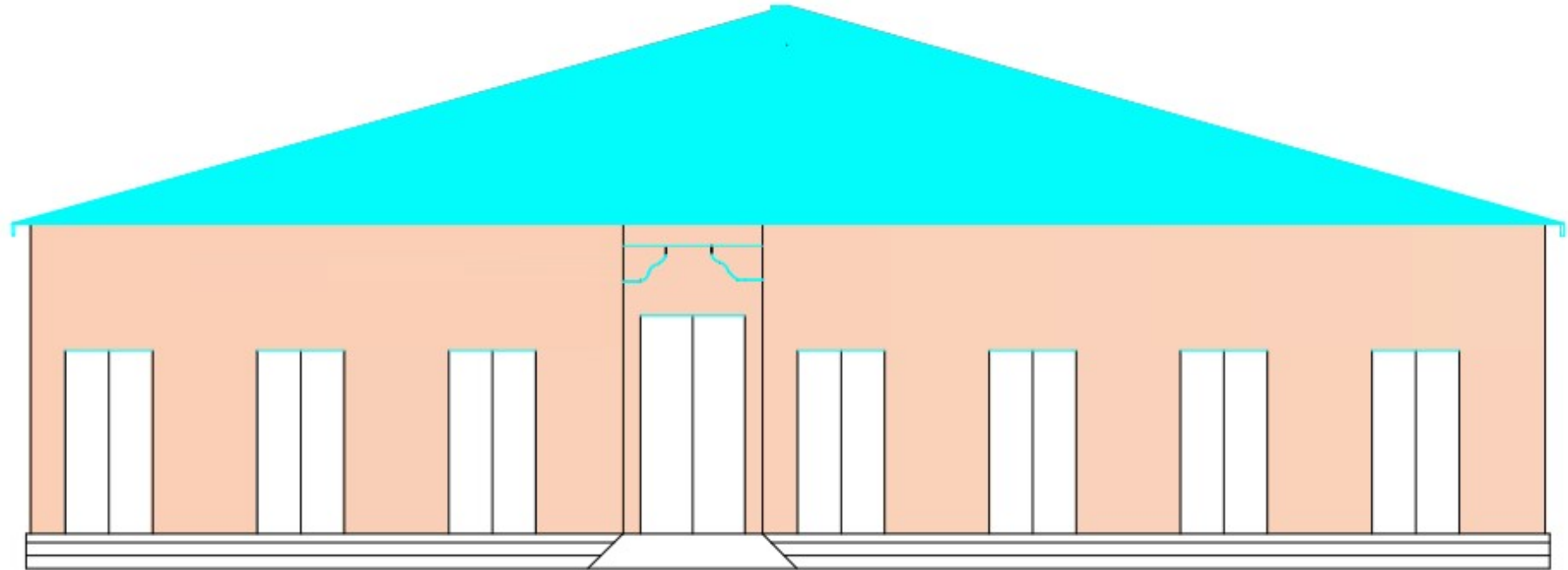
Approved BY Mohamed Nasib

Project Engineer

Resilience Manager

Livelihood and ERD Coordinator





**Front View**

Designed By: Eng. Abdikani Dahir

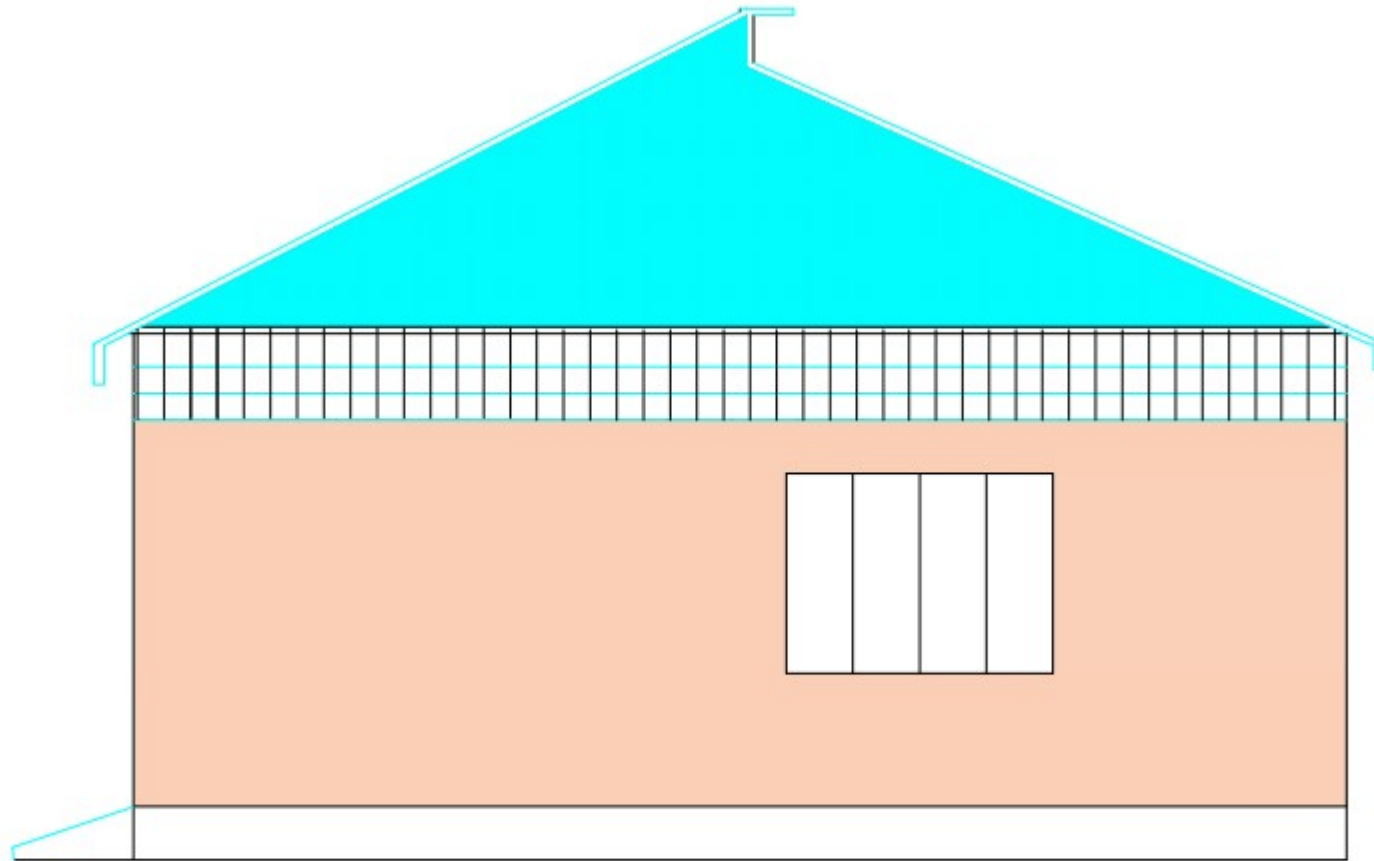
Project Engineer

checked By Mohamed Abdi

Resilience Manager

Approved BY Mohamed Nasib

Livelihood and ERD Coordinator



## Side View

Designed By: Eng. Abdikani Dahir

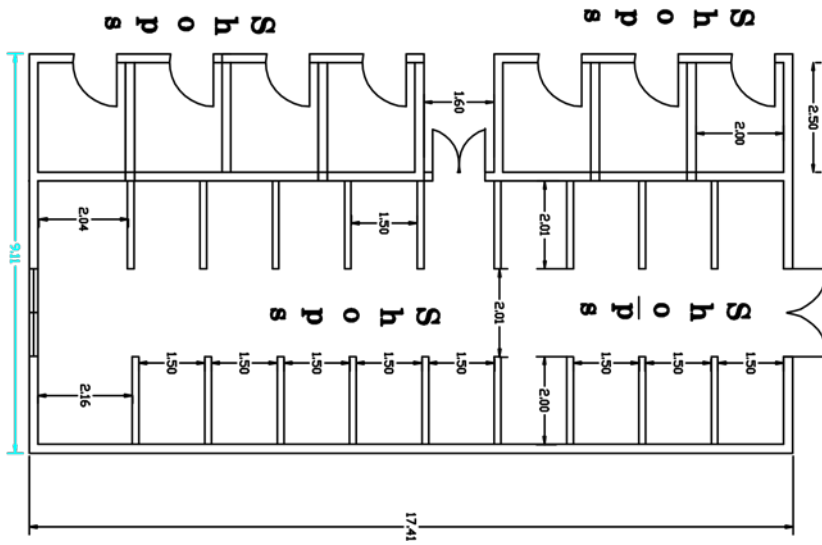
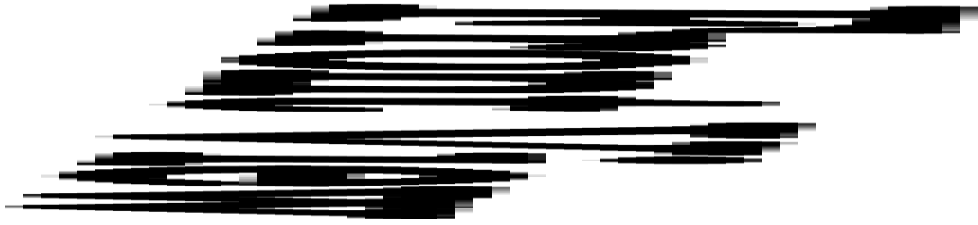
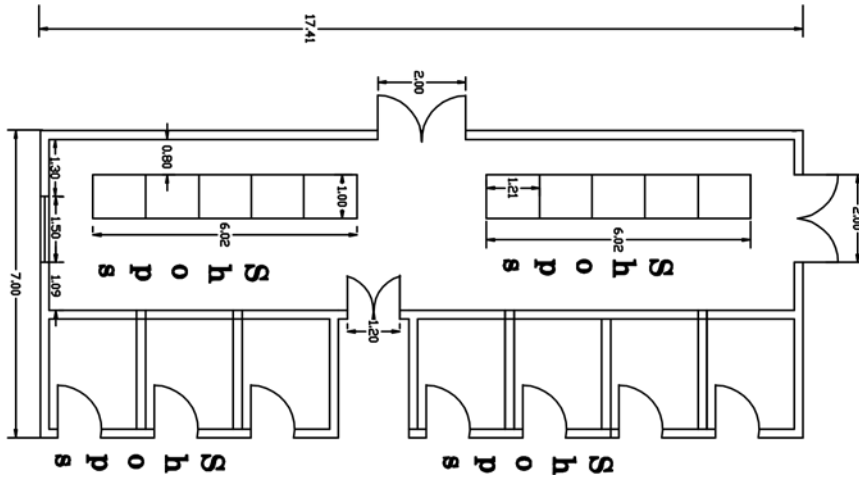
Project Engineer

checked By Mohamed Abdi

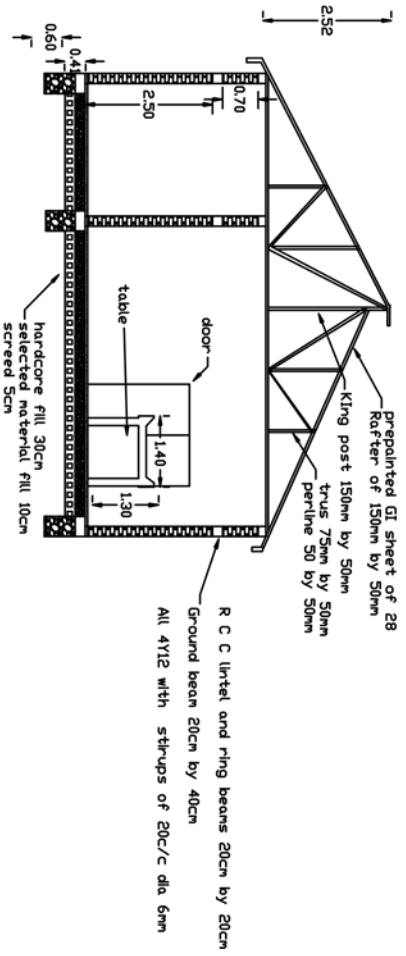
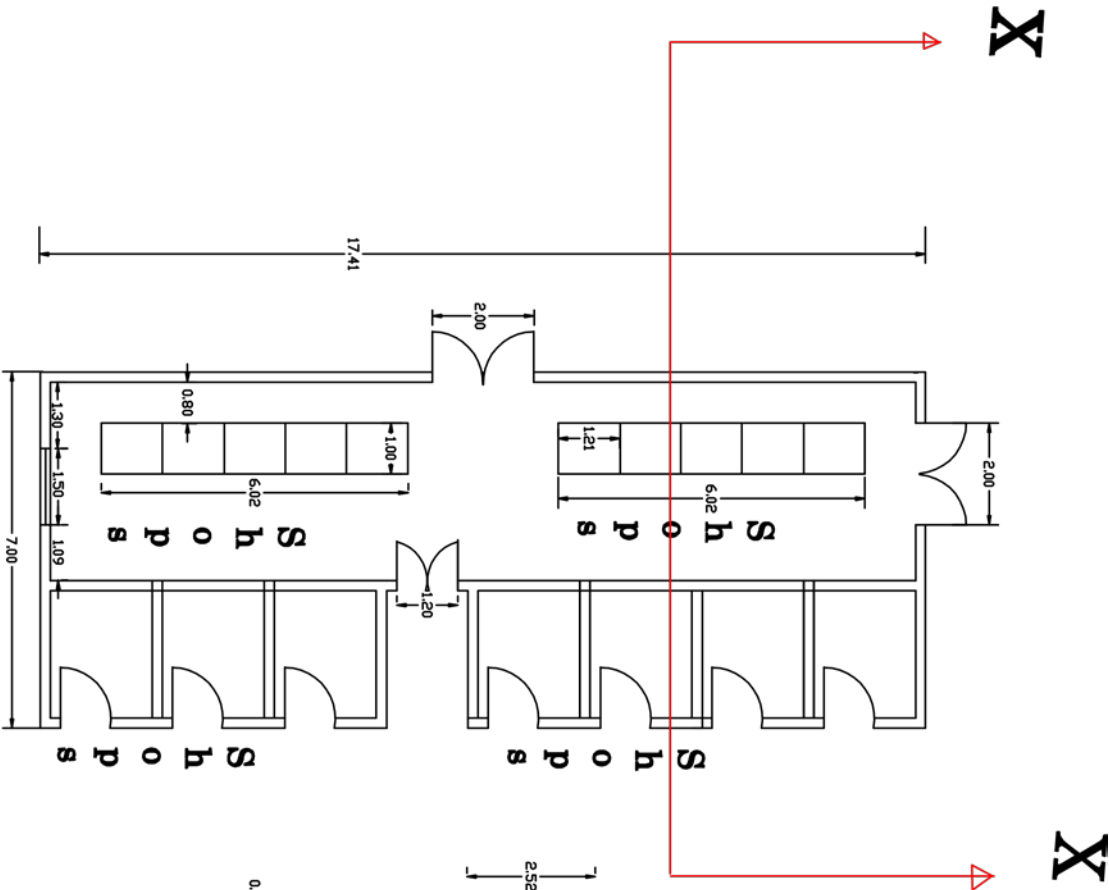
Resilience Manager

Approved BY Mohamed Nasib

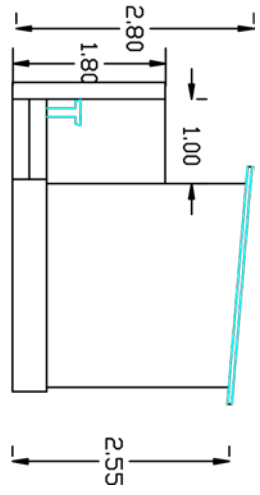
Livelihood and ERD Coordinator



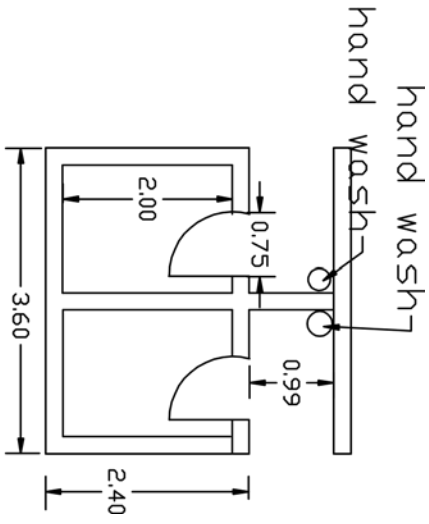
Front View



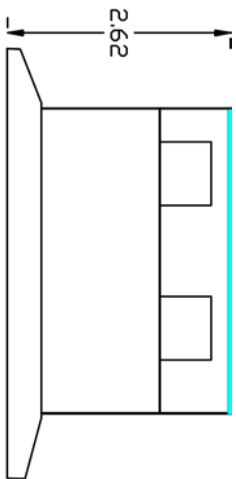
**Section  
view X-X**



**Latrine  
Side view**



**Latrine  
Plan**



**Latrine  
Front view**



**ANNEX III: PROPOSED WORKPLAN.**

CONSTRUCTION OF THREE NEW CLASSROOMS MEASURING (8M X6M WITH 2M OF VERANDAR) AND ONE OFFICE IN MAANDEQ IN ADADO													
#	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													
3													
4													
5													
7													
6													
7													
8													

*NOTE: PLEASE NOTE THAT CONTRACTORS SHOULD PROVIDE THEIR ESTIMATED TIME WITHIN WHICH THEY WILL COMPLETE THE WORK USING SIMILAR LAYOUT.*



**ANNEX IV: 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 \_\_\_\_\_

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



*ANNEX V: 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	<input type="checkbox"/>
Articles of incorporation or similar document	<input type="checkbox"/>
Business and other NGO references	<input type="checkbox"/>
Bank statements and references	<input type="checkbox"/>
Passport / ID cards of business owners/board of directors	<input type="checkbox"/>
Financial statement (if available)	<input type="checkbox"/>

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 VI: 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](http://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	



**INTERNATIONAL RESCUE  
COMMITTEE, (IRC) INC.  
Somalia Program**

**CERTIFICATE OF PRE-TENDER SITE INSPECTION**

This is to Certify that Mr/Mrs/Ms/Eng. .... of  
.....  
(Firm) on ..... (Date) carried out an inspection of the proposed site(s) of the  
Works to be undertaken for Contract No. ....

This further certifies that the Tenderer is fully conversant with all Site conditions and information  
necessary for preparing the Tender and entering into a Contract for the completion of all Works  
according to the Specifications and the Programme for Work.

.....  
(Name) (Signature)  
.....  
(Designation)

duly authorized to sign Tenders on behalf of .....  
.....

**Date:** .....

**Note:** *This form should be completed and submitted with the Tender.*