

United Nations Development Programme (UNDP)

CALL FOR EXPRESSIONS OF INTEREST AND PREQUALIFICATION

FOR THE

CONSTRUCTION AND REHABILITATION OF IRRIGATION SYSTEMS IN LEBANON

UNDP Lebanon invites interested firms to apply for prequalification for the construction of the irrigation infrastructure components. **The Expression of Interest (Eoi) Details (Attachment 1), specifying the items above, must be received by UNDP no later than 04 December 2017 at 2:00 pm, Beirut Local Time.**

Project information is available in Annex 1 attached to this invitation.

1. SUBMISSION OF PREQUALIFICATION DOCUMENTS

Prequalification documents shall be submitted by email to lb.bidding@undp.org.
Mails shall not exceed 8 MB. Bidders might submit multiple emails if required but shall use a logical system to name these in the subject line of the email.

Alternatively interested bidders may submit as well hardcopies to the following address, however electronic submissions are preferred:

UNITED NATIONS DEVELOPMENT PROGRAMME

**Attn: Procurement Unit
Arab African International Bank Building,
Riad El Solh Street,
Nejmeh, Beirut 2011 5211, Lebanon**

**Please mention reference: EXPRESSION OF INTEREST (LEB/CO/EOI/200/17) for the
Construction and Rehabilitation of Irrigation Systems in Lebanon**

- UNDP reserves the right to modify any part of this invitation for prequalification, including the deadline for submission of prequalification documents, either at its own initiative or as a result of requests for clarification or otherwise from one or several firms.
- Any additional requests for clarification shall be addressed in writing only to: lb.bidding@undp.org. The UNDP will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of applications. The UNDP shall forward copies of its response to all applicants including a description of the inquiry but without identifying its source. No phone calls will be accepted.

- The prequalification does not preordain a contract.
- The Applicant shall bear all costs associated with the preparation and submission of its Application. The UNDP will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

2. MODIFICATION AND WITHDRAWAL OF PREQUALIFICATION DOCUMENTS

- The Applicant may withdraw its prequalification documents, provided that written notice of the withdrawal is received by the procuring UNDP entity prior to the deadline prescribed for submission of the same. The withdrawal notice may also be sent by e-mail followed by a signed confirmation copy.
- No prequalification documents may be modified subsequent to the deadline for submission of the documents.

3. REQUIRED DOCUMENTATION

The following documentation is required for the purpose of prequalification:

- Transmittal Letter indicating:
 - a. Name, title, address, and telephone number of the Principal who will serve as the Contact for the project. The Principal must have been empowered to sign Legal Agreement with UNDP Lebanon and make decision for the firm on policy and contractual matters.
 - b. Completed Declaration for No Conflict of Interest signed by the Principal of the firm (Attachment 2).
- For a Contractor's Joint Venture, Transmittal Letter including:
 - A Letter of Intent jointly signed by Senior Partners / CEOs of all firms, as part of their EoI submission. The Letter of Intent is to include the following:
 - Undertaking that the firms will be working as Joint Venture for the purposes of the assignment.
 - Specialties / areas of work that each individual firm will be responsible for.
 - Lead firm for UNDP Lebanon contact for the assignment. For the purposes of the assignment, UNDP Lebanon will deal with the lead firm as UNDP Lebanon contact.
 - Name, title, and telephone number of the Principal within the lead firm identified for the Joint Venture, to serve as the contact for the project. The Principal must have been identified as the contact and empowered to sign Legal Agreement with UNDP Lebanon and make decision for the firm on policy and contractual matters.
 - Completed Declaration for No Conflict of Interest signed by the Principals of all firms in a Joint Venture (Attachment 2).

- Copies of original documents defining the constitution or legal status, place of registration, and principal place of business.
- Confirmation that the company is not bankrupt or has suspended business activities issued by the relevant authority.
- Confirmation that the company has fulfilled all their past and current obligations concerning the payment of taxes, contributions and other public fees, issued by the relevant authority.
- A brief outline (one paragraph) indicating the roles of the participating firm(s).
- A brief description of the participating firm(s) indicating size, staffing, scope of services, main sectors of activities and areas of expertise.
- For Joint Venture submissions, explicitly list the participating firms and outline specific areas of responsibility (including administrative, financial and the specific Specialties) for each firm.
- Description of the organizational structure (two-pages maximum) for the project including:
 - Organizational Structure Chart.
 - Description of the works to be performed by the prime firm and sub-contractors.
 - Reporting relationships and interfaces with UNDP Lebanon.
 - How individual firms will interface with each other to co-ordinate delivery of the project.
- General international, regional, local experience of the contractor in similar assignments during the past ten years.
- Assignment-relevant specific international, regional, local experience of the contractor in similar assignments during the past years as required. The information should clearly indicate a narrative description of each assignment, contact details of the client, and contract value.
- Audited financial statement for the past five years or other financial statements acceptable to the UNDP, in addition to contractor's annual turnover calculated as total certified payments received for Contracts in progress or completed, within the last 5 (five) years.
- Proof of cash flow availability. The applicant shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the cash flow requirements. Applicants are strongly encouraged to subscribe to Dun&Bradstreet (www.DNB.com) who provides independent financial reports which play an important role and are often used for UNDPs evaluations.

- Classified/Certified status documentation.
- Original copies of ISO 9001 Certifications or other official certifications (CDR, MoEW, etc.).
- Proof of equipment ownership or rental agreement with proof of equipment ownership from the second party.
- Additional information or description of resources supporting the firm's qualifications for the proposed project including any brochures, pamphlets, etc. the contractor wishes to attach.

4. EVALUATION METHODOLOGY

EoI submissions will be checked for completeness. Respondents that fail to comply with the requirements of the EoI notice will be rejected and the submitting firms notified. Information relating to the evaluation of applications, and results of the prequalification, shall not be disclosed to applicants or any other persons not officially concerned with such process until the notification of prequalification is made to all applicants.

Only the qualifications of the applicant shall be considered. The qualifications of other firms, including the applicant's subsidiaries, parent entities, affiliates, or any other firm(s) different from the applicant that submitted the application shall not be considered.

Applicants are required to specify which project Class in Table 2 they are applying for. Applicants will be evaluated according to the project Class under which they submit their application. Pre-qualification will be based on the Applicant's General Experience, Personnel Capabilities, Equipment Capabilities and Financial Position as demonstrated by the Applicant responses in the forms attached to this letter. UNDP reserves the right to waive minor deviations, if these do not materially affect the capability of an applicant to perform the contract. Sub-contractor's experience and resources shall not be considered in determining the Applicant's compliance with the qualifying criteria. However, Joint Venture experience & resources shall be considered. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venture.

Any change in the structure, formation, key staff or qualifications of an applicant after being prequalified and invited to bid (including, in the case of a JV, any change in the structure or formation of any member and including any change in any subcontractor) shall be subject to a written approval of the UNDP prior to the deadline for submission of bids.

The evaluation will be undertaken in two stages: the first is a pass/fail assessment of each complete submission will be performed against the pre-defined evaluation criteria and methodology listed hereafter in **Table 1: EoI - Pass or Fail table criteria**. A bidder that fails in any of the pass/fail criteria will not be prequalified.

The second stage of the evaluation is a technical assessment of each complete submission. The evaluation criteria are found in **Table 2: EoI - Evaluation Criteria**. Only information provided in the EoI submission will be considered in the evaluation. Only the top (highest scoring) six

applicants per project class scoring higher than 70% will be retained for the ITB stage. It should equally be noted that applicants that receive less than 70% as total score will not be prequalified.

Table 1: Pass or Fail table criteria

No.	Criteria	Pass/ Fail
1	Number of laborers employed by the Contractor from the project working area: a confirmation letter must be submitted showing that the bidder will maximise the number of labourers to be hired using the following ratio: 70% Lebanese, 30% Syrians.	Pass/Fail
2	Non-performance of a contract did not occur within the last 5 years prior to the deadline for application submission based on all information on fully settled disputes or litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the Dispute Resolution Mechanism under the respective contract and where all appeal instances available to the applicant have been exhausted.	Pass/Fail
3	No Failure to Sign Contract following successful Bid Outcome and Contract Award in the last 5 (Five) Years.	Pass/Fail
4	All pending litigation shall in total not represent more than 5 (Five) % of the Applicant's net worth and shall be treated as resolved against the Applicant.	Pass/Fail

Table 2: EoI Evaluation Criteria (scored)

No.	Criteria	Class 1 projects (projects more than USD 500,000)		Class 2 projects (projects up to USD 500,000)		Remarks
		Range	Points	Range	Points	
1.	Expertise of firm / organization submitting proposal (65 points)					
1.1	Year Established	> 10 5 – 10 <5	5 3 1	> 5 4 – 5 <4	5 3 1	For size and turnover values, add values of each JV member
1.2	Size of Firm/JV (No. of experienced Employees)	> 50 25 – 50 <25	5 3 1	> 25 15 – 25 <15	5 3 1	
1.3	Organization of bidder or consortium (organizational chart required)	Acceptable structure No acceptable structure	5 0	Acceptable structure No acceptable structure	5 0	

1.4	ISO 9001 quality management certificates (or equivalent) among others compliant certificates.	Certified In Process Not Certified	5 2 0	Certified In Process Not Certified	5 2 0	
1.5	Company's relevant experience in construction and rehabilitation of irrigation infrastructure, including canals, reservoirs, ponds, and rehabilitation of springs. (No. of years)	>10 6 – 10 <6	10 6 2	>7 5 – 7 <5	10 6 2	The list of relevant projects shall include their value, year of execution and contacts of clients (e-mail addresses) for reference checking purposes. If available, relevant references shall also be submitted.
1.7	Capacity in terms of relevant equipment. (No. of relevant equipment) The contractor shall be able to demonstrate the ability to possess or to be able to rent the following minimum list of equipment: - 2 Bobcats - 1 Excavator - 3 Pickup trucks - 1 Concrete mixer - 1 Asphalt cutter - 3 Plate compactors - 1 Concrete vibrator	> 20 14 – 20 < 14	10 5 0	> 14 8 – 14 < 8	10 5 0	
1.8	Key Staff					CVs of the key staff
	Project Manager(s) • Holder of a B.A /M.A. degree in related engineering fields • At least 10 years of relevant experience • Relevant experience as a team leader/project manager • Proficiency in English and Arabic language and good reporting skills	Meets the min criteria Does not meet the min criteria	10 0	Meets the min criteria Does not meet the min criteria	10 0	Companies may provide CVs for more than one Project Manager. The number and relevance will be evaluated in the last criteria below.

	Site Engineer(s) <ul style="list-style-type: none"> • Holder of a B. A/ M. A. degree in related engineering fields • At least 5 years of relevant experience • Relevant experience • Proficiency in English and Arabic 	Meets the min criteria Does not meet the min criteria	10 0	Meets the min criteria Does not meet the min criteria	10 0	Companies may provide CVs for more than one Site Engineer. The number and relevance will be evaluated in the last criteria below.
	Number of additional key staff	minimum 2 > 2	0 3 5	minimum 2 > 2	0 3 5	
1) This is the minimum requirement for key staff. The company may list additional experts in the needed area of expertise. 2) CVs of all key personnel must be submitted. All listed key personnel shall be available during the bid availability period should the Engineering Company be pre-selected. Any replacement(s) should have same or higher qualifications as listed key personnel and their CV credentials. 3) Failure to provide information which is essential to evaluate the applicant's qualifications or to provide timely clarification or substantiation of the information presented may result in disqualification of the applicant from pre-qualification.						
2.	Financial Capacity (35 points)					
2.1	Minimum average annual Contract turnover calculated as total certified payments received for Contracts in progress or completed, within the last 5 (five) years in million USD.	> 5 3 – 5 < 3	15 10 1	> 2 1 – 2 < 1	15 10 1	
2.2	Submission of audited balance sheets, or other financial statements acceptable to UNDP, for the last 5 (five) years to demonstrate the current soundness of the applicant's financial position	Yes No	10 0	Yes No	10 0	
2.3	Cash flow capacity	Cash flow amount of: US\$ 3,000,000 <3,000,000	10 1	Cash flow amount of: US\$ 1,000,000 <1,000,000	10 1	

Before you submit the requested documents to UNDP, please check the web site for any changes or updates.

A full set of documents constituting the Invitation to Bid will be extended to applicants qualified in this phase to apply for the tenders for the Construction and Rehabilitation of Concrete Irrigation Systems, Construction of Reservoirs and Rehabilitation of Springs. In principle, the prequalification shall be valid for 3 years in which prequalified companies will be directly contacted by UNDP for Invitations to bid (ITB). With the recommended bidder UNDP will sign contracts that are subject to UNDP general terms and conditions.

Attachment 1: EXPRESSION OF INTEREST DETAILS

Attachment 1, to be submitted must follow the structure below.

A. Roles

- A brief outline (one paragraph) indicating the roles of the participating firm(s).
- A brief description of the participating firm(s) indicating size, staffing, scope of services, main sectors of activities and areas of expertise.
- For Joint Venture submissions, explicitly list the participating firms and outline specific areas of responsibility (including administrative, financial and the specific Specialties) for each firm.

B. Organizational Structure

- Describe the organizational structure (two-pages maximum) for the project including:
 1. Organizational Structure Chart.
 2. Description of the works to be performed by the prime firm and sub-contractors
 3. Reporting relationships and interfaces with UNDP Lebanon.
 4. How individual firms will interface with each other to co-ordinate delivery of the project.

C. Background Experience

- Provide general international, regional, local experience of the contractor in similar assignments during the past ten years,
- Provide assignment-relevant specific international, regional, local experience of the contractor in similar assignments during the past ten years. The information should clearly indicate a narrative description of each assignment, contact details of the client, and contract value.

D. Financial Status

- Provide financial statement for the past five years including contractor's annual turnover
- Provide proof of cash flow availability

E. Classified/Certified Status

- Provide original copies of ISO 9001 Certifications or other official certifications (CDR, MoEW, etc.).

F. Equipment & Services Specifications

- Provide proof of equipment ownership or rental agreement with proof of equipment ownership from the second party.

G. Additional Information

- Provide additional information or description of resources supporting the firm's qualifications for the proposed project including any brochures, pamphlets, etc. the contractor wishes to attach.

Attachment 2: Eol CERTIFICATION FORM: NO CONFLICT OF INTEREST

Assignment Title: _____

To be completed and provided with an Eol submission. To be signed by the Principal of a Firm. For a Joint Venture, to be signed by the Principals of all firms identified in a Joint Venture.

I/We hereby certify that there is not any actual or potential conflict of interest or unfair advantage at this time, in our providing the Expression of Interest (Eol) Submission or performing the Services required for the assignment.

In providing the Eol submission, our company has no knowledge of or the ability to avail ourselves of confidential information (other than confidential information which may have been disclosed by UNDP Lebanon to the Proponents in the normal course of inviting the Eol submission) where the confidential information would be relevant to the Services required or the Eol evaluation process.

Name

Signature

Position

Date

Name

Signature

Position

Date

ANNEX 1

PROJECT INFORMATION FOR THE REHABILITATION OF IRRIGATION NETWORKS IN LEBANON

1. Background

Following the on-going influx of large number of refugees to the Lebanese territory, there is an obvious pressure on the basic sectors such as water, sanitation, waste management, health and education. The need development becomes a daily necessity while existing structures are not equipped and do not have the capacity to provide those services.

Based on the recently approved Lebanon Crisis Response Plan for 2017–2020, UNDP in partnership with the Ministry of Energy and Water (MoEW) has mobilised funding to upgrade irrigation infrastructure; an area where significant needs have been identified that would reduce high water losses from already overexploited groundwater resources and provide resources for expanding agricultural yield to increase livelihoods for both Lebanese populations and displaced Syrians. The construction of these irrigation canals also provides much needed local jobs.

Within the context of the project “Construction/Rehabilitation of Concrete Irrigation Canals and Networks in Lebanon” executed by the United Nations Development Programme (UNDP), the Lebanon Country Office wishes to contract the services of companies to execute all works related to the construction of the main irrigation canals and networks. The work shall include the construction of the concrete irrigation canals along with the sluice gates as per design and specifications. In most locations, basic earthen irrigation canals exist but they are damaged and non-functional. In addition, the work entails the construction of reservoirs and ponds for irrigation water collection and possibly the rehabilitation of springs. Summary below:

- Irrigation canals from source to farm gate that need rehabilitation and/or construction
- Reservoirs of up to 500m³ capacity
- Irrigation ponds of up to 200,000m³
- Rehabilitation of springs

2. Objective

The UNDP is launching an Expression of Interest (EoI) for prequalification to identify qualified companies for the construction of new irrigation canals and irrigation water collection infrastructures including reservoirs and/or irrigation ponds.

3. Purpose

The purpose of this selection process is to identify those interested and qualified companies that will be invited in future to bid for the construction of new irrigation canals and irrigation water collection infrastructures including reservoirs and/or irrigation ponds.

In principle, the prequalification shall be valid for 3 years in which prequalified companies will be directly contacted by UNDP for Invitations to bid (ITB). With the recommended bidder UNDP will sign contracts that are subject to UNDP general terms and conditions.